

CITY OF MATLOSANA				
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007				
			2007	2006
			R	R
28 CORRECTION OF ERROR				
28.1 Housing Development Fund				
Corrections previous year			0	0
28.2 Capital Replacement Reserve				
Asset funding from Accumulated Surplus correction			0	2 704 158
Income allocation previous year correction			0	(15 233)
			0	2 688 925
28.3 Government Grants & Reserves				
Correction Offset Depreciation				
Asset funding from Donations & Public Contribution			0	54 250
Asset funding from Unappropriated Surplus			0	3 686 560
			0	3 740 810
28.4 Donations & Public Contribution Reserve				
Correction Offset Depreciation				
Asset funding to Government Grants & Reserve			0	(54 250)
Asset funding from Unappropriated Surplus			0	7 470
Asset funding to Capitalization Reserve			0	(1 496 399)
			0	(1 543 179)
28.5 Capitalization Reserve				
Asset funding correction			0	323 356
Asset funding from Unappropriated Surplus			0	342 945
Asset funding from Donations & Public Contribution Reserve			0	1 496 399
			0	2 162 700
28.6 Accumulated (Surplus)/Deficit				
Asset funding to Capital Replacement Reserve			0	2 704 158
Asset funding to Government Grants Reserve			0	3 686 560
Asset funding to Capitalization Reserve			0	342 945
Asset funding to Donations & Public Contribution Reserve			0	7 470
Assets written off less than R2 000 previous years			0	323 356
Written off old suspense accounts			0	192 656
Adjustment Budget transfer to Income				1 386 867
Transitional Grant received from Local Government transferred from suspense account to accumulated surplus.			0	(2 117 800)
Stores shortages written off				650 335
Stores surpluses taken on.				(229 696)
Adjustments			0	0
Sundry expenditure previous year corrections				3 696 556
Sundry income previous year corrections			(1 032 557)	(16 885 249)
			(1 032 557)	(6 041 842)



CITY OF MATLOSANA NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007				
			2007 R	2006 R
29 CASH GENERATED BY OPERATIONS				
Surplus for the year			149 911 821	91 490 220
Adjustment for :				
Depreciation			44 573 257	37 709 856
Gain on disposal of property, plant and equipment			(833 768)	(355 363)
Contribution to provisions - current			1 924 747	7 587 850
Contribution to bad debt provision			72 034 070	82 523 000
Equity accounted share of associate's surplus			0	0
* Interest received			(50 116 891)	(40 651 424)
Interest paid			18 933 733	24 679 973
Operating surplus before working capital changes:			236 426 969	202 984 113
Decrease in inventories			1 174 925	1 369 990
(Increase)/decrease in debtors			(71 970 650)	(69 953 011)
(Increase)/decrease in other debtors			(26 689 387)	(3 658 235)
(Decrease)/increase in conditional grants and receipts			25 353 634	5 893 737
(Decrease)/increase in creditors			9 621 071	(10 432 301)
Increase in short-term portion of long-term debtors			(271 664)	431 125
Increase in VAT			6 948 257	2 223 933
Cash generated by/(unauthor in) operations			180 593 155	128 859 349
			2007 R	2006 R
30 CASH AND CASH EQUIVALENTS				
Cash and cash equivalents included in the cash flow statement comprise the following statement of amounts indicating financial position:				
Bank balances and cash			32 667 396	23 879 196
Call investment deposits			180 692 249	115 748 289
Bank overdraft			0	(1 802)
Total cash and cash equivalents			213 359 645	139 625 683
Overdraft facilities available to Council amounted to R6,6 million was not utilized during the year ended 30 June 2007				
			2007 R	2006 R
31 UTILIZATION OF LONG-TERM LIABILITIES RECONCILIATION				
Long-term liabilities (see Note 2)			170 693 238	149 184 509
Used to finance property, plant and equipment - at cost			170 693 238	149 184 509
Sub-total			0	0
Cash set aside for the repayment of long-term liabilities (see note 8 and 14)			6 930 133	6 230 006
Cash invested for repayment of long-term liabilities			6 930 133	6 230 006
Long-term liabilities have been utilized in accordance with the Municipal Finance Management Act. Sufficient cash has been set aside to ensure that long-term liabilities can be repaid on redemption date.				

CITY OF MATLOSANA
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007

		2007 R	2006 R
32 UNAUTHORIZED, IRREGULAR, FRUITLESS AND WASTEFUL			
32.1 Unauthorized expenditure			
Reconciliation of unauthorized expenditure:			
Opening balance			
Unauthorized expenditure current year		34 995	0
Approved by Council or condoned			
Transfer to receivables for recovery (Note 15)			
Unauthorized expenditure awaiting authorization		34 995	0
<i>It emanates from equipment that was bought against inventory line item and did not comply with the policy to qualify as inventory. The items were of a capital nature and a report will be submitted to Council for the change and approval. No criminal procedures will be needed.</i>			
32.2 Fruitless and wasteful expenditure			
Reconciliation of fruitless and wasteful expenditure:			
Opening balance		161 958	
Fruitless and wasteful expenditure current year		0	301 958
Approved by Council or condoned			
To be recovered approximately- contingent asset		0	(140 000)
Fruitless and wasteful expenditure awaiting condonement		161 958	161 958
<i>This emanates from fraudulent transactions in Council's bank account (deposit's of cheque's). Approximately R140 000 will be recovered from the fraudulent bank account and the difference of approximately R161 958 was claimed from Council's insurance company. If unsuccessful Council will have to consider writing it off.</i>			
32.3 Irregular expenditure			
Reconciliation of irregular expenditure:			
Opening balance			
Irregular expenditure current year			
Condoned or written off by Council			
Transfer to receivables for recovery - not condoned			
Irregular expenditure awaiting condonement		0	0
		2007 R	2006 R
33 ADDITIONAL DISCLOSURES IN TERMS OF MUNICIPAL FINANCE MANAGEMENT ACT			
33.1 Contributions to organized local government			
Opening balance			
Council subscriptions			
Amount paid - current year			
Amount paid - previous years			
Balance unpaid (included in creditors)		0	0
33.2 Audit fees			
Opening balance			
Current year audit fee		1 447 637	1 199 900
Amount paid - current year		1 447 637	1 199 900
Amount paid - previous year			
Balance unpaid (included in creditors)		0	0



CITY OF MATLOSANA NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007				
			2007 R	2006 R
33.3 VAT				
VAT inputs receivables and VAT outputs receivables are shown in note 7. All VAT returns have been submitted by the due date throughout the year.				
33.4 PAYE and UIF				
Opening balance			1 340 869	1 477 433
Current year payroll deductions			17 213 704	19 006 501
Amount paid - current year			15 772 578	17 665 632
Amount paid - previous year			1 340 869	1 477 433
Balance unpaid (included in creditors)			1 441 129	1 340 869
The balance represents PAYE and UIF deducted from the June 2007 payroll. These amounts were paid during July 2007.				
33.5 Pension and Medical Aid Deductions				
Opening balance			3 495 790	4 129 815
Current year payroll deductions and Council contributions			41 190 893	37 054 472
Amount paid - current year			37 030 834	33 558 683
Amount paid - previous year			3 495 790	4 129 815
Balance unpaid (included in creditors)			4 160 159	3 495 790
The balance represents pension and medical contributions deducted from employees in the June 2007 payroll as well as Council's contributions to pension and medical aid funds. These amounts were paid during July 2007.				
33.6 Councilor's arrear consumer accounts				
The following Councilors had arrear accounts outstanding for more than 90 days at:				
30 June 2007		Total	Outstanding less than 90 days	Outstanding more than 90 days
Councillor Dodovu TS		2 171	450	1 721
Councillor Mothase PL		9 634	386	9 248
Councillor Pooe PR		289	167	102
Councillor Sethunya MP		16 068	4 591	11 477
Councillor Sishuba MS		238	234	4
Total Councilor Arrear Consumer Accounts 30 June 2006		28 381	5 829	22 552
		Total	Outstanding less than 90 days	Outstanding more than 90 days
Councilor Tshoniswa T		318	190	128
Councilor Tolomo MAJ		1 212	515	697
Councilor Tladi KG		5 055	733	4 322
Councilor Thaanchu OR		1 414	923	491
Councilor Tabile OW		1 619	1 356	263
Councilor Sethunya MP		16 573	884	15 688
Councilor Sello RK		26 920	630	26 290
Councilor Segano L		507	179	329
Councilor Sebata JM		2 112	1 151	961
Councilor Ross KL		2 502	11	2 491
Councilor Malgas T		1 127	548	578
Councilor Mafuya NM		500	94	406
Councilor Le Grange JJ		15 522	34	15 488
Councilor Landela NL		518	313	206
Councilor Montingoe IS		928	928	0
Councilor Nxamakele P		4 368	261	4 107
Councilor Ntsangani H		3 802	0	3 802
Councilor Mbobo GC		3 301	660	2 641
Councilor Pitso ST		3 156	289	2 867
Councilor Maletse P		9 111	673	8 438
Councilor Mojela EM		605	171	434
Councilor Mabaso SS/N		11 746	614	11 132
Total Councilor Arrear Consumer Accounts		112 913	11 157	101 756



CITY OF MATLOSANA
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007

		2007 R	2006 R
		<u>Highest Amount Outstanding</u>	<u>Ageing</u>
During the year the following Councillors had arrear accounts outstanding for more than 90 days			
30 June 2007			
Councillor Dodovu TS		1 063	180 Days
Councillor Mohoase PL		8 678	180 Days
Councillor Pooe PR		349	90 Days
Councillor Sethunya MP		16 614	180 Days
Councillor Sishuba MS		370	90 Days
30 June 2006			
Councilor Bates SF & JMM		306	90 Days
Councilor Ntsangani H		3 802	180 Days
Councilor Nxamakele N		2 296	180 Days
Councilor Nxamakele P		1 896	180 Days
33.7 Non-Compliance with Chapter 11 of the Municipal Finance Management Act			
None			
34 OPERATING LEASE COMMITMENTS		2007 R	2006 R
The Municipality's future minimum commitments on hire of photostat machines are as follows:			
Due within one year		561,647	561,647
Due between one and five years		813,810	1,375,457
Due after five years		0	0
		<u>1,375,457</u>	<u>1,937,104</u>
The Municipality's future minimum commitments on hire of vehicles are as follows:			
Due within one year		148,644	0
Due between one and five years		439,933	0
Due after five years		0	0
		<u>588 578</u>	<u>0</u>
Total lease commitments:		<u>1 962 035</u>	<u>1 937 104</u>
35 EVENTS AFTER THE REPORTING DATE		2007 R	2006 R
Non current assets held for sale		0	0



CITY OF MATLOSANA				
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007				
			2007	2006
			R	R
36 CAPITAL COMMITMENTS				
Commitments in respect of capital expenditure:				
- Approved and contracted for			74 455 725	27 122 600
Infrastructure			61 689 090	26 702 600
Community			4 817 630	420 000
Heritage				
Other			7 949 005	0
Housing Development Fund				
Investment Properties				
- Approved but not yet contracted for			5 000 000	6 234 100
Infrastructure				3 475 000
Community			2 000 000	0
Heritage			0	549 100
Other			3 000 000	2 210 000
Housing Development Fund				
Investment Properties				
Total			79 455 725	33 356 700
This expenditure will be financed from:				
- External Loans			13 330 730	33 356 700
- Capital Replacement Reserve			11 153 015	0
- Government Grants			54 971 980	0
- Own resources				
- District Council Grants				
			79 455 725	33 356 700
37 RETIREMENT BENEFIT INFORMATION				
<p>The Council and its employees contribute to various municipal pension funds, whilst Councilors contribute to the Pension Fund for Councilors. Both funds provide retirement benefits to the employees and Councilors respectively. Employees have a choice between a pension benefit and a gratuity benefit. Current contributions are levied against operating income based on current service costs. A full actuarial calculation is done at least every three years.</p> <p>An amount of R26 447 338 was contributed by Council in respect of councilor and employees retirement funding. These contributions have been expensed.</p> <p>Certain employees were prevented from joining Council's retirement funds. In terms of Council's employment policies, an obligation to provide pensions exists. These amounts are expensed on payment. The actuarially determined liability, which was calculated in 2007, is R 139 091. Provision has been made for this amount.</p>				



CITY OF MATLOSANA
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007

			2007 R	2006 R
38 CONTINGENT LIABILITY				
Claim for employee benefits			0	12 000 000
Dispute was declared by Imatu to employ personnel of the Abattoir. A settlement out of Court was reached between the parties and an amount of R 2,398,088 was paid as full and final settlement.				
City of Matlosana/J Campanella and Others (21 dismissed employees)				
Reinstatement of 21 dismissed employees. Case pending before Labour Court.				
City of Matlosana/H C Marais				
Private house was damage due to a water leakage from Councils side.			230 000	0
City of Matlosana/North West Security Services t/a Cetronic Security Services				
Contract was cancelled with Cetronic Services. The amount payable is for services delivered after cancellation date.			60 000	0
City of Matlosana/Zeda Car Leasing(Pty) Ltd t/a Avis Fleet Services				
The vehicle which was leased by the international advisor was damage in a car accident. The contract was cancelled by the Council and Avis held Council responsible for the remaining period of the contract.			20 000	0
City of Matlosana/Cetronics				
The contract between the Council and Cetronics for the provision of security services was properly cancelled on 12 December 2002. Cetronics claimed R 95 000, the basis of their claim is not clear and the action is defended.			95 000	0
City of Matlosana/A H Mostert				
Me Mostert sue Council as a result of a motor accident in which one of Council's vehicle was involved. The case is defended on various grounds which favour Council.			44 293	0
City of Matlosana, Valuation Bord and City Valuers/Diggers Development				
The said firm sue Council for expenditure they claimed which they incurred during valuation bord sittings. Their directors were summoned to appear before the board.			98 000	0
City of Matlosana/Binneman				
Binneman collided with a fire truck when the driver of the fire truck on his way to a fire skipped a red robot. The case is defended on the basis that legislation indemnifies Council in such cases.			25 000	0
City of Matlosana/Sebogodi				
Claimant claim from Council alleging that the Fire Department was negligent.			355 593	0



CITY OF MATLOSANA NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007				
			2007 R	2006 R
39 CONTINGENT ASSET				
City of Matlosana/ST Paul's Insurance Company				
This action is based on performance guarantees for extensions 6 and 12 Khuma.			3 500 000	5 000 000
City of Matlosana/Employees Cashiers				
This emanates from alleged irregularities in respect of receipting and theft of monies by cashiers. Forensic audit and disciplinary hearings are currently underway and the full extend are not yet known.				
City of Matlosana/Lesley Frazer				
This emanates from fraudulent transactions in Council's bank account (deposit's of cheque's). Approximately R140 000 will be recovered from the fraudulent bank account and the difference of approximately R161 958 will be claimed from Council's insurance company.			0	140 000
City of Matlosana/Employees				
This emanates from alleged irregularities in respect of misallocation of direct deposit's against consumer accounts settled in cash. Forensic audit and criminal steps are currently underway and the full extend are not yet known.				
City of Matlosana/Metroprojects & Lapa Administration				
More certificates for payment to DGD Construction was issued by the consulting engineer.			3 500 000	0
City of Matlosana/Meatforce Founders Trust				
This is an action for the liquidated estate of the Klerksdorp Abattoir and from which Council will receive its dividend.			175 000	0
City of Matlosana/Vision Meat				
In this matter action is intituted for services rendered by the Klerksdorp Abattoir. No trail date has been set for this matter and pleadings are still exchanged.			60 000	0
City of Matlosana/Verobuild				
Council applied for the liquidation of Verobuild CC for land sold in connection with various housing projects.			1 800 000	0
40 IN-KIND DONATIONS AND ASSISTANCE				
The Municipality received the following in-kind donations and assistance.				
Description				
Secondment of International Finance advisor by National Treasury. Contract was terminated during December 2006.				

CITY OF MATLOSANA
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007

41 SUPPLY CHAIN MANAGEMENT POLICY

Due to insufficient record keeping it was not possible to determine if the accounting officer has deviated from the Supply Chain management policy of the municipality by acquiring goods in an emergency (refer Regulation 36(2) of the SCM Regulations).

42 RELATED PARTY TRANSACTIONS

A payment to the amount of R1 607 542.67 for goods and services rendered were made to Quilifo Development CC of which Councillor P.R. Poole is a director.

A payment to the amount of R100 000 for goods and services rendered were made to Bokamoso Business Enterprise of which Councillor R.P. Moleme is a director.

A payment to the amount of R322 527.16 for goods and services rendered were made to Dirang Mmogo Construction of which Councillor I. Bondes is a director.

A payment to the amount of R1 593 876.78 for goods and services rendered were made to Motla Engineering (Pty) Ltd of which Councillor S.T. Pitso is a director.

Bulk water is purchased from the section 21 company Midvaal Water to the amount of R75 215 872 for the year under review. The following Councillors are members of the executive authority of the Midvaal Water Company E.L. Nel; G.L. Sebuasengwe; L. Segano; R.K. Sello; O.R. Thabanchu; J. Douw.

43 COMPARISON WITH THE BUDGET

The comparison of the Municipality's actual financial performance with that budgeted is set out in Annexure E(1) and E(2).

44 LOCAL GOVERNMENT : MUNICIPAL FINANCE MANAGEMENT ACT, 2003 : EXEMPTIONS

The Council will adhere to the following standards during the preparation of the financial statements

IAS 39 (AC 133) : Financial instruments : Recognition and measurement (Note exemption of certain aspects of standard)

IAS 20 (AC 134) : Accounting for government grants and disclosure of government assistance (to the extent that it does not contradict Gamap 9)

IAS 40 (AC 135) : Investment property (Note exemption of certain aspects of standard in Notice 522) (Accept exemption on the portion of "fair value")

IFRS 7 (AC 144) : Financial Instruments

IAS 14 (AC 115) : Segment Reporting (These standards are not appropriate for the public sector and should therefore not be applied by municipalities for financial reporting purposes. (Refere to National Treasury circular paragraph 2.52 dated July 2007).

IFRS 8 (AC 145) : Operating Segments





APPENDIX A
CITY OF MATLOSANA SCHEDULE OF EXTERNAL LOANS AS AT 30 JUNE 2007

EXTERNAL LOANS	Loan Number	Redeemable	Balance at 10/7/2006	Received during the period	Redeemed written off during the period	Balance at 30/06/2007	Carrying Value of Property, Plant & Equip	Other Costs in accordance with the MFMA
			R	R	R	R	R	R
LONG-TERM LOANS								
			0			0		
Total long-term loans			0	0	0	0	0	0
ANNUITY LOAN								
Infrastructure Fin. Corp. @ 20%	53496	30-Sep-2006	5 578		5 578	0		
Development Bank of SA @ 17.2%	11846	30-Jun-2009	35 839		10 039	25 800		
Development Bank of SA @ 12%	JBC09588	30-Sep-2014	27 476 041		2 007 247	25 468 793		
Development Bank of SA @ 15%	NWV10959	30-Sep-2017	8 446 501		234 918	6 211 583		
Development Bank of SA @ 15.25%	NWV11182	30-Sep-2018	6 857 954		206 125	6 651 829		
Development Bank of SA @ 15.6%	NWV13637	30-Sep-2020	3 816 029		79 251	3 736 778		
Development Bank of SA @ prime	NWV13874/1	30-Sep-2019	7 222 222		555 556	6 666 667		
Development Bank of SA @ prime + 1%	NWV13874/2	30-Jun-2019	14 998 125		0	14 998 125		
Development Bank of SA @ 11.5%	100395	30-Jun-2013	13 045 065		1 300 186	11 744 879		
Development Bank of SA @ 11.2%	101297/1	30-Jun-2019	28 411 636		974 676	25 436 959		
Development Bank of SA @ 11.2%	101297/2	30-Jun-2019	30 831 348	2 295 938	1 297 649	31 829 637		
INCA @ 12.25%	KLER-00-00131-Dec-2013		12 038 172		1 055 978	10 982 194		
Absa @ 10.92%	3022364796	30-Jun-2009		101 116		101 116	0	
Absa @ 10.85%	3022364843	30-Jun-2010		44 732		44 732	13 651	
Absa @ 10.68%	3022364851	30-Jun-2012		4 274 724		4 274 724	1 525 656	
Absa @ 10.52%	3022364877	30-Jun-2014		535 502		535 502	333 153	
Absa @ 10.31%	3022364885	30-Jun-2017		643 388		643 388	417 375	
Absa @ 10.07%	3022364893	30-Jun-2022		4 685 752		4 685 752	3 933 048	
Absa @ 9.81%	3022364908	30-Jun-2032		16 654 781		16 654 781	16 341 020	
Total Annuity Loans			149 184 509	29 235 932	7 727 203	170 693 238	22 563 903	0
TOTAL EXTERNAL LOANS			149 184 509	29 235 932	7 727 203	170 693 238	22 563 903	0
*Note: The old IMFO accounting methods were inadequate to determine the carrying value of property plant.								

MATERIALS: VALUE OF ASSETS IN MATLOSANA AT 30 JUNE 2007						
	Opening Balance 1/07/2006	Additions Under Construction	Closing Balance 30/06/2007	Opening Balance 1/07/2006	Accumulated Depreciation Additions	Closing Balance 30/06/2007
Land and Buildings						
Land	44 843 380		44 806 285	3 010 136		47 816 421
Buildings	72 905 850	13 865 081	86 771 345	23 238 886	3 262 077	89 993 422
	117 749 230	13 865 081	130 617 630	26 249 022	3 262 077	133 879 699
INFRASTRUCTURE						
Electricity Networks	132 409 770	23 595 041	156 004 811	41 242 043	7 090 015	163 094 826
Sewer and Stormwater	126 111 638	21 071 494	147 183 132	43 067 210	8 594 230	155 777 362
Water Networks	78 885 888	17 883 134	96 769 022	20 653 562	3 713 383	100 482 405
Overhead Networks	115 395 922	94 658 229	210 054 151	20 675 488	9 894 081	229 949 232
Solid Waste	6 774 087	261 253	7 035 340	1 879 944	289 458	7 324 802
Terminals	1 331 146	4 048 508	5 379 654	487 381	55 547	5 867 035
Security Systems	6 000 188	738 477	6 738 665	2 813 030	1 201 175	7 939 205
	478 128 468	118 200 350	596 328 818	146 207 680	37 163 471	633 492 289
COMMUNITY ASSETS						
Buildings	31 853 138	15 264 272	47 117 410	18 412 380	1 039 038	48 156 448
Parks and Recreation	14 504 057	68 542	14 572 599	4 325 000	957 051	15 529 650
	50 387 252	15 440 814	65 828 064	22 737 380	1 996 089	67 824 153
HERITAGE ASSETS						
Museum	242 630		242 630	04 725		247 355
Statues	244 083		244 083			244 083
Historical buildings	200 287	141 120	341 407			341 407
Historical sites	10 587		10 587			10 587
Archaeology	249 738		249 738			249 738
Sculptures						
	1 423 416	147 530	1 570 946	64 725	0	1 635 671
OTHER ASSETS						
Office Equipment	18 034 830	3 600 047	21 634 877	7 888 483	3 388 108	25 022 985
Furniture	20 204 525	65 170	20 269 695	24 424 443	481 056	24 910 751
Containers	3 430 881	820 882	4 251 763	3 072 718	886 261	3 958 979
Emergency equipment	170 014	81 251	251 265	348 327	71 813	423 140
Vehicles	20 703 967	2 360 018	23 063 985	25 265 784	1 726 271	24 792 056
Watercraft	7 432		7 432	69 034 037	465	69 034 502
Plant & equipment	94 308 732	3 175 290	97 484 022	69 034 037	8 610 050	106 094 072
	181 765 716	11 695 024	193 460 740	133 517 259	13 195 510	206 655 269
INVESTMENT PROPERTIES						
Farmlands	2 267 000		2 267 000			2 267 000
Office premises	31 068		31 068			31 068
Shopping	3 873 540		3 873 540			3 873 540
	6 392 598	0	6 392 598	0	0	6 392 598
TOTAL	834 537 094	160 262 350	994 799 444	325 296 656	44 073 287	1 039 095 731





APPENDIX C

CITY OF MATLOSANA SEGMENTAL ANALYSIS OF PROPERTY, PLANT AND EQUIPMENT
FOR THE YEAR ENDED 30 JUNE 2007

	Cost/Revaluation			Accumulated Depreciation			Carrying Value
	Opening Balance	Additions	Disposals	Opening Balance	Additions	Disposals	
Public Safety	38 245 010	2 475 591	817 687	17 310 182	2 148 221	794 102	19 238 623
Health Services	6 708 021	37 089	21 495	5 125 587	102 515	21 495	1 517 008
Community Services	112 320 018	17 163 307	1 203 782	54 915 553	3 788 476	299 020	69 874 434
Housing Services	5 340 400	2 142 704	147 215	2 067 970	527 974	43 178	5 283 122
Council General Expenses	4 802 244	956 265	0	1 631 786	446 610	0	3 600 113
City Civil Engineer	398 162 384	116 293 126	8 834 326	131 594 627	23 849 080	605 822	360 713 299
City Electrical Engineer	199 680 105	24 005 783	689 259	76 943 529	9 344 732	617 606	128 345 974
Corporate Services	37 338 662	1 126 829	1 901 495	18 998 500	1 678 451	1 650 182	17 467 237
Financial Services	16 785 656	1 002 696	313 656	8 208 120	1 362 276	202 551	9 606 852
Asphalt	265 500	0	265 500	49 334	45 227	94 565	0
Market	22 088 755	2 961 046	85 214	8 034 382	1 113 138	54 599	16 178 655
Local Economic Dev & Procurement	1 292 340	816 819	2 140	376 961	242 818	2 140	1 469 381
Total	834 837 894	168 971 267	14 399 759	325 256 555	45 154 517	4 385 259	623 382 590

APPENDIX D
CITY OF MATLOSANA: SEGMENTAL STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 30 JUNE 2007

2006		2006		2006		2007		2007	
Actual	Expenditure	Surplus/ (Deficit)	R	Actual	Expenditure	Actual	Income	Actual	Surplus/ (Deficit)
R	R	R		R	R	R	R	R	R
14 432 231	34 498 231	(20 067 000)	Public Safety	13 981 609	36 511 906				(22 550 297)
10 891 971	13 382 194	(2 490 223)	Health Services	10 090 502	12 798 075				(2 707 573)
68 338 737	93 273 282	(24 934 545)	Community Services	81 788 968	102 775 233				(20 986 265)
2 670 993	4 899 338	(2 328 345)	Housing Services	3 785 381	5 580 328				(1 774 947)
4 054 336	65 167 545	(61 113 209)	Council General Expenses	11 447 154	72 413 287				(60 966 113)
237 212 572	201 231 817	35 980 754	City Civil Engineer	262 981 485	222 344 207				40 637 278
188 186 125	160 942 877	27 243 247	City Electrical Engineer	213 820 789	181 435 772				32 385 017
1 800 136	14 444 252	(12 644 116)	Corporate Services	3 103 406	15 220 768				(12 117 360)
188 165 646	42 575 881	155 589 785	Financial Services	230 308 425	42 918 343				187 392 082
0	569 251	(569 251)	Abattoir	248 345	201 210				47 135
12 257 284	11 481 981	775 303	Market	12 160 184	10 802 033				1 358 151
951 488	4 743 865	(3 792 177)	Local Economic Dev & Procurement	2 147 761	7 236 706				(5 088 945)
738 961 518	647 311 295	91 650 222	Sub-Total	845 844 007	710 215 845				135 628 162
7 388 301	7 389 301	0	Less Inter-Departmental Charges	6 296 042	6 296 042				0
731 572 217	639 921 994	91 650 222	Total	839 547 964	703 919 802				135 628 162
			Add: Share of Associate						
		91 650 222							135 628 162





CITY OF MATLOSANA: ACTUAL VERSUS BUDGET (REVENUE AND EXPENDITURE) FOR THE YEAR ENDED 30 JUNE 2007					
APPENDIX E(1)					
REVENUE	2007 Actual	2007 Original Budget	2007 Adjustment Budget	2007 Variance	2007 Variance % Explanation of Significant Variances greater than 10% versus Budget
Property rates	102 563 486	88 187 180	89 512 080	3 041 288	3.08
Service charges	301 292 142	364 850 370	366 815 710	24 416 432	6.68
Market dues	9 446 077	10 200 760	9 388 230	47 847	0.51
Administration Fees	8 168 648	8 797 900	8 194 770	(35 121)	-0.43
Rental of facilities and equipment	7 787 238	6 741 425	6 900 820	865 618	12.56
Interest earned - external investments	18 115 338	8 822 745	8 921 745	9 193 594	103.05
Interest earned - outstanding debtors	32 001 552	31 438 010	31 483 620	507 832	1.61
Fines	3 305 838	8 388 310	4 737 330	(11 431 491)	-30.22
Licences and permits	3 482 118	3 161 510	3 187 510	284 608	9.24
Government grants and subsidies	236 457 854	125 093 185	130 389 450	106 886 404	81.35
Other income	28 180 891	48 724 220	77 532 034	(51 341 343)	-86.27
					Insufficient law enforcement is the result of the under performance of fines.
					The income due to provisions for leave (R2.1m) from the leave provision did not realize. The following income did not realize: Cleaning of stands (R433 562), insurance claims (R340 881), contempt of court (R307 600), project management fees (R276 032)
Grants on disposal of property, plant and equipment	833 768	0	200 000	833 768	318.88
Total Revenue	839 545 733	710 383 605	747 283 069	92 262 634	12.35
EXPENDITURE					
Employee related costs	208 210 819	230 851 860	224 107 451	(17 896 832)	-7.99
Remuneration of Councillors	10 812 893	11 874 940	10 981 850	(160 157)	-1.54
Bad debts	72 034 070	72 034 070	72 034 070	0	0.00
Collection costs	5 863 833	3 835 580	6 105 514	(451 881)	-7.40
Depreciation	44 573 267	40 108 815	42 468 000	2 107 257	4.98
Repairs and maintenance	29 783 388	32 261 511	38 884 752	(8 021 484)	-18.87
Interest on external borrowings	18 933 733	27 592 610	19 343 660	(309 927)	-1.61
Bulk purchases	180 876 485	171 826 840	181 016 490	(140 025)	-0.68
Contracted services	4 721 126	4 528 860	5 013 320	(292 194)	-5.83
General expenses - other	130 340 818	132 158 424	171 570 827	(41 230 009)	-34.03
Loss on disposal of property, plant and equipment	0	0	0	0	0.00
Total Expenditure	703 919 502	726 674 110	769 224 034	(65 304 232)	-6.49
NET SURPLUS/(DEFICIT) FOR THE YEAR	135 626 931	(16 290 505)	(21 940 965)	157 566 866	-718.14

APPENDIX (1)
CITY OF MATLOSANA: ACTUAL VERSUS BUDGET (ACQUISITION OF PROPERTY, PLANT AND EQUIPMENT)
FOR THE FINANCED 30 JUNE 2007

	2007 Actual	2007 Under Construction	2007 Total Additions	2007 Budget	2007 Variance	2007 Variance	Explanation of significant Variances greater than 5% versus Budget
	R	R	R	R	R	%	
Land and Buildings							
Land	0		0	100 000	(100 000)	100	
Buildings	13 885 081		13 885 081	20 479 540	6 614 479	32	
	13 885 081	0	13 885 081	20 579 540	6 714 479	33	
INFRASTRUCTURE							
Electricity networks	20 595 047		20 595 047	7 269 430	(12 826 647)	(116)	Grants in the form of assets received from Eskom for which no budget was provided for
Roads and stormwater	21 071 464		21 071 464	54 751 351	33 679 887	62	
Water networks	17 883 134		17 883 134	25 359 767	7 466 633	29	
Sewerage networks	54 555 229		54 555 229	181 255 631	126 697 402	79	
Side walls	297 093		297 093	670 000	372 907	58	
Tareways	4 045 585		4 045 585	4 473 818	427 231	10	
Security systems	738 477		738 477	1 031 040	292 563	49	
	119 200 350	0	119 200 350	278 608 005	159 407 655	57	
COMMUNITY ASSETS							
Buildings	15 294 272		15 294 272	4 070 381	(11 263 891)	(1 277)	Grants in the form of assets received from Southern District Council for which no budget was provided for
Parks and Recreation	88 542		88 542	1 380 000	1 291 458	88	
	15 440 814	0	15 440 814	5 370 381	(10 070 433)	(188)	
HERITAGE ASSETS							
Museum	0		0	0	0	0	
Statues	0		0	0	0	0	
Historical buildings	147 120		147 120	170 280	23 140	0	
Historical sites	0		0	0	0	0	
Paintings	0		0	0	0	0	
Sculptures	0		0	1 500	1 500	0	
	147 120	0	147 120	171 780	24 640	14	
OTHER ASSETS							
Office Equipment	3 680 047		3 680 047	4 218 823	538 776	13	
Furniture	661 707		661 707	946 377	284 670	31	
Cabinets	628 882		628 882	605 000	23 882	1	
Emergency equipment	81 351		81 351	90 000	8 649	10	
Vehicles	3 380 879		3 380 879	5 513 000	2 132 021	38	
Vessels/craft	0		0	0	0	0	
Plant & equipment	3 179 258		3 179 258	4 430 141	1 250 883	29	
	11 689 024	0	11 689 024	15 034 441	4 235 417	27	
INVESTMENT PROPERTIES							
Farms	0		0	0	0	0	
Office plots	0		0	0	0	0	
Housing	0		0	20 000	20 000	0	
	0	0	0	20 000	20 000	100	
TOTAL	160 252 368	0	160 252 368	317 664 127	157 331 758	43	





ANNEXURE A
City of Matlosana: Goodwill/losses of grants and subsidies in terms of the Budget for the year ended 30 June 2007

Name of Grants	Name of origin of state or municipal entity	Quarterly Receipts				Quarterly Expenditure				Grants and Subsidies delays/withheld				Reason for delays/withholding of funds	Did your municipality comply with the grant conditions in terms of grant framework in the latest Division of Revenue Act	Reason for non-compliance
		Sep	Dec	March	June	Sep	Dec	March	June	Sep	Dec	March	June			
Local Economic Dev & Procurement																
Tlameqweni	Provincial LED Projects														Yes	
Mpho Entle Siding	Provincial LED Projects					7 767	31 701	00 000	170 640						Yes	
Sodori Ope	Provincial LED Projects								81 800						Yes	
SEETIS	Provincial LED Projects					4 764	17 750	6 636	8 800						Yes	
Enkolekole	Provincial LED Projects					50 000									Yes	
Zwangi'sa Hiale	Provincial LED Projects														Yes	
		0	0	0	0	82 810	49 511	41 630	229 248							
Municipal infrastructure Grant	Government Grant (Infrastructure)	6 810 000	55 630 600	22 861 300	5 134 000	8 020 346	35 023 376	16 810 180	30 182 802						Yes	
Environmental Health Services	District Municipality														Yes	
Health Services	Provincial Health subsidies					2 800 474	000 112	050 232	000 661						Yes	
Financial Management Grant	Government Grant	500 000			8 940 829	2 438 034	2 854 864	2 331 212	2 777 810						Yes	
Financial Services	Development Bank of South Africa					718 331	177 838	108 488	602 841						Yes	
Municipal Development (Community Sports Arts and Culture)	Provincial Government														Yes	
Fire Brigade Vehicles Maintenance/District Municipality	District Municipality														Yes	
Environmental Man Youth Project	District Municipality	1 080 000	164 000	654 000		1 500 954	1 200 471	130 000	22 236							
Wind Cup 30th Project	District Municipality					30 000	137 723	540 312	888 360							
Drought Relief Water	Department of Water Affairs														Yes	
Electrification infrastructure Grant	National Electricity Regulator														Yes	
Provincial infrastructure Grant	Provincial capital grants														Yes	
		8 880 800	20 583 202	20 428 888	30 488 401	8 814 373	32 500 634	22 110 318	24 780 888	0	0	0	0			



CHAPTER 5

Functional Area Service Delivery Report

Functional Area Service Delivery Report

GENERAL INFORMATION Executive & Council

OVERVIEW

The municipal area is characterized by the scattered four urbanized areas and still functioning as separate entities on micro level. The residential areas of the mines and Dominionville are dependent on the urbanized areas for commercial support.

<u>General Information</u>	<u>Total</u>
1. Geography	
➤ Geographical Area	3 562km ²
2. Demography	
➤ High above sea level	Between 1 300m and 1 600m
3. Population	
➤ Urban	522 596
➤ Villages	2 775
➤ Farm land	22 882
Total	548 253
4. Population per gender	
➤ Male (49,6%)	271 934
➤ Female (50,4%)	276 319
5. Number of households	
➤ Urban	117 892
➤ Village	307
Total	118 199
6. Indigent population (Registered)	36 279
7. Total number of voters	174 032
8. Age Breakdown of population	
➤ 65 years and over	21 930
➤ Between 18 and 64 years	361 847
➤ 18 years and under	164 476
9. Household income per month	
➤ Less than R1 100	36 279

(Source: North West Spatial Development Framework and Zoning Plan, Vol 2. Statistics SA)



POLITICAL OFFICES

VISION

To establish and maintain a structure that will, operate within the ambit of legislation governing local government and good governance and provide good administration, timeous and effective execution of tasks as well as providing an environment conducive for public participation.

MISSION

To ensure good administration and support to the political incumbent in the office, as well as all councillors within the budgetary constraints.

OPERATING STRUCTURE

The Executive and Council are divided into the following two political offices:

- Office of the Executive Mayor
- Office of the Speaker
- Office of the Chief Whip

SERVICE DELIVERY

OFFICE OF THE EXECUTIVE MAYOR

Overview

The Executive Mayor's role is to preside at meetings of the Mayoral Committee and to perform the duties, including ceremonial functions, and exercises the powers delegated to the Executive Mayor, by the Municipal Council, as set out in chapter 4 of the Local Government: Municipal Structures Act, 1998. The Executive Mayor is assisted, in terms of the Local Government, Municipal Structures Act, 1998, by the 8 members of the Mayoral Committee, each of whom has a different port folio committee. The Executive Mayor is further assisted by 4 Chief Whips of the different parties and 1 Council Whip.

Description of the Activity

- To preside at meetings of the Mayoral Committee
- To perform the necessary duties, including any ceremonial functions
- Exercises the powers delegated to the Executive Mayor, by the Municipal Council, as set out in Chapter 4 of the Local Government: Municipal Structures Act, 1998

Strategic objectives

- Advance the process of Local Government transformation
- Identify the needs of the municipality
- Review and evaluate those needs in order of priority
- Develop strategic programmes and services
- Address priority needs through the Integrated Development Plan
- Estimate revenue and expenditure
- Taking into account any applicable national and provincial development plans and determine in the best way, including partnerships and other approaches
- Deliver those programmes and services to the maximum benefit of the community

Key issues for 2007/2008

- The interface between EXCO and Council to align administrative and political priorities of Council managed
- Strategic development of the Office of the Mayor
- Effective communication with stakeholders
- Effective Council administration



Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with administrative functions:		
- Manager	1	
- Professionals	4	
- Office (clerical, administrative)	7	
- Non professional	2	
- Non skilled	<u>2</u>	
Total employees and salary package	16	R3,008,983.07
Total General Expenditure		R13,896,950.21

Statistical Information

DETAIL	2004/05	2005/06	2006/07
Mayoral Committee meetings	9	15	12
Special Mayoral Committee meetings	8	6	7
Caucuses	12	16	7

ACTUAL PERFORMANCE ACHIEVED BY THE SECTION MEASURED AGAINST THE SET TARGETS FOR 2006-2007

Key Performance Objective	Key Performance Indicator	Annual Target	Target Achieved 2006/2007
Comply with responsibility of Mayors as promulgated Chapter 7 of MFMA by June 2007	General political guidance over fiscal and financial affairs and oversee the budget process, budgetary control and reporting to Council	100%	100%
Ensure public communication to encourage participation by June 2007	3 Mayoral outreach programmes conducted	3	3
Ensure Democratic Governance by June 2007	Report to the community and the Council through community meetings, land meetings, Mayor Committee meetings and Council Meetings	100%	100%
Ensure capacity building and skills development by June 2007	100% Scholarship funds allocated	100%	100%
Ensure fund raising for Mayor special projects by June 2007	4 Fund raising events arranged	4	0 (i)
Identify and adopt policies to comply with current legislation by June 2007	Policies identified and adopted	3	0 (ii)
Ensure communication channel with community by June 2007	8 Imbizo's held to ensure communicating with community	8	8
Ensure good governance by attending MayCo meetings by June 2007	11 MayCo meetings attended	11	11



Ensure good governance by attending Special MayCo meetings by June 2007	8 Special MayCo meetings attended	8	8
Ensure 2010 World Cup committee meetings by June 2007	2010 World Cup committees meeting held	6	0 (iii)
Ensure implementation of Council resolutions by June 2007	100% of Council resolutions implemented	100%	0% (iv)
Ensure the writing of speeches by June 2007	24 Speeches written for Executive Mayor	24	0 (iv)

NUMBER	REASON	CORRECTIVE ACTION
(i)	Not in the programme	Ensure proper planning
(ii)	Competency of Corporate Services	Ensure proper planning
(iii)	Competency of Economic Affairs	Ensure proper planning
(iv)	Ongoing	Ensure proper planning
(v)	Competency of Community Services	Ensure proper planning

REASONS AND CORRECTIVE ACTION

Host Executive Mayor's achievers events by June 2007	Achievers event hosted	1	0 (i)
Executive Mayor's moral regenerations by June 2007	2 Workshops arranged	2	1 (iv)
Ensure stakeholder meetings by June 2007	9 Stakeholder meetings arranged	9	9 (iv)
Ensure hosting of annual Air show by June 2007	1 Annual Air show attended	1	0 (v)

OFFICE OF THE SPEAKER

Overview

The Speaker's role is to preside and maintain order during Council meetings, ensure that Council meets regularly and ensure compliance with the Code of Conduct for Councillors, as set out Schedule 5 to the Local Government: Municipal Structures Act, 1998.

The Office of the Speaker also arranges Ward meetings and Ward Committee meetings. It is also responsible for training of Councillors and Ward Committee members. Receive and evaluate reports on conduct of Councillors.

Description of the Activity

- Secretarial duties to the Speaker
- Professional aide to the Speaker
- Administrative and support services to councillors
- Financial management and budgetary control
- Overall management of the Office of the Speaker
- Administrative support to ward committees
- Training and capacity building for councillors
- Training of ward committees
- Monitor compliance of councillors to the Code of Conduct.
- Implementation of the public participation programs

Strategic objectives

- To provide the best administrative support to the Speaker and all councillors.
- To ensure a positive and professional co-ordination and co-operation with the public
- Enhance efficiency of the Speaker's office and council.
- To ensure customer satisfaction at all time.
- To ensure best financial management and budgetary control.

Key issues for 2007/2008

- Strengthen the interaction with residents, communities and customers
- Customer Care Plan developed for the implementation of customer care centres
- Communication and feedback plan developed for conducting opinion surveys and sourcing IDP Feedback Information to determine Needs & Priorities
- Community Development Plan developed
- The interface between EXCO and Council to align administrative and political priorities of Council managed
- % Attendance of council meetings
- Master Plan developed for communication

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with administrative functions:		
- Manager	1	
- Professionals	2	
- Office (clerical, administrative)	7	
- Non-skilled	<u>2</u>	
Total employees and salary package	12	R1,937,003.49
Total General Expenditure		R2,759,949.80



DETAIL	2004/05	2005/06	2006/07
Council meetings	Monthly	Monthly	11
Special Council meetings	Monthly	Monthly	11
Caucuses	16	12	11
Rules committee	3	5	4
Ward committee / Mass meetings	30	271	315
Imbizo	8	29	5

DETAIL	TOTAL
Councillor detail	61
Ward detail	31

ACTUAL PERFORMANCE ACHIEVED BY THE SECTION MEASURED AGAINST THE SET TARGETS FOR 2006-2007

Key Performance Objective	Key Performance indicator	Annual Target	Target Achieved 2006/2007
Ensure the presiding of Council meetings by June 2007	11 Council meetings presided	11	11
Ensure Ward Committee and Mass meetings by June 2007	330 Ward Committee and Mass meetings held	330	315 (i)
Ensure sanctions for non-attendance of meetings by Councillors by June 2007	No impositions of fines or the removal of Councillors for non-attendance of meetings	0	0
Ensure Imbizo's are arranged for community participation by June 2007	8 Imbizo's arranged	8	5 (ii)
Ensure Whips meetings are arranged by June 2007	4 Whips meetings arranged	4	4
Ensure Rules meetings are arranged	4 Rules meetings arranged	4	4
Ensure capacity building of Councillors by June 2007	60 Councillors trained	60	60
Ensure training of Ward Committee by June 2007	300 Ward Committees trained	300	300
Ensure training sessions per ward by June 2007	4 Training sessions conducted per ward	4	3 (iii)

REASONS AND CORRECTIVE ACTION

NUMBER	REASON	CORRECTIVE ACTION
(i)	In December there were no meetings held	Proper planning in future
(ii)	Due to Jouberton disaster, all meetings postponed	None
(iii)	Due to councillor's recess during December, training could not be conducted	Proper planning in future



OFFICE OF THE CHIEF WHIP

Overview

The Single Whip has to provide effective, transparent, accountable and coherent corporate governance and conduct effective oversight of the affairs of councillors irrespective of political party affiliation.

Description of the Activity

- Organize public / community awareness campaigns in consultation with the Speaker's office
- Ensure that councillors comply with all applicable legislation and Code of Conduct applicable to local government
- Attend committee meetings i.e. Whips Forum, Advisory Committees of Council and Rules Committee, including section 80 committees
- Co-ordinate the debates between external parties such as businesses, pressure groups and internal parties

Strategic objectives

- Revival of adequacy of political processes used in Council
- Attending to significant disagreement between Council and external parties
- Organizing of political debates for Council
- Promoting integration of social, political and institutional aspect of Councillors
- Attending ceremonial functions as delegated

Key issues for 2007/2008

- Promotion of moral regeneration
- Create a sound relation between political parties
- Participation in IDP & Budget Implementation programmes
- Ensuring broad community participation

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with administrative functions:		
- Manager	1	
- Professionals	1	
- Office (clerical, administrative)	1	
Total employees and salary package	3	R261,591.16
Total General Expenditure		R443,951.82

Statistical Information

DETAIL	2004/05	2005/06	2006/07
Party Caucus meeting	-	-	13
Special Party Caucus meeting	-	-	9
Caucus Political Management Committee meeting	-	-	8
Special Caucus Political Management Committee meeting	-	-	2
Whip meeting	-	-	3
Whippery	-	-	4
Governance Forum	-	-	1
Awareness Campaign / Imbizo's	-	-	13



ACTUAL PERFORMANCE ACHIEVED BY THE SECTION MEASURED AGAINST THE SET TARGETS FOR 2006-2007

Key Performance Objective	Key Performance indicator	Annual Target	Target Achieved 2006/2007
Ensure sanctions for non-attendance of meetings by Councillors by June 2007	No impositions of fines or the removal of Councillors for non-attendance of meetings	0	0
Ensure Whips meetings are arranged by June 2007	4 Whips meetings arranged	4	4



OFFICE OF THE MUNICIPAL MANAGER



OFFICE OF THE Municipal Manager

SUPPORT SERVICES UNIT

PERFORMANCE MANAGEMENT

Overview

The PMS is the central management tool which assist the Council to improve service delivery by channelling the efforts of its departments and employees to meet performance targets and in so doing ensure that the municipality achieves its strategic objectives.

It is a strategic approach to management, which equips leaders, managers, employees and stakeholders at different levels with a set of tool and techniques to regularly plan, continuously monitor periodically measure and review performance of the organisation in terms of indicators and targets for efficiency, effectiveness and impact. This system will therefore ensure that all leaders, managers and individuals in. The municipality are held accountable for their actions, which should bring about improved service delivery and value for money.

Description of the activity

The Municipal Systems Act 2000 (Act 32 of 2000) prescribed that a municipality must ensure the following:

- Establish a Performance Management System
- Develop a Performance Management System
- Establish mechanisms to monitor and review its Performance Management System by:
 - Set appropriate key performance indicators;
 - Set measurable performance targets;
 - Institute a monitoring process to monitor the above;
 - Institute a process to measure and review performance;
 - A process of regular reporting
- Follow appropriate mechanisms, processes and procedures to involve the local community in the development, implementation and review of the municipality's performance management system and, in particular, allow the community to participate in the setting of appropriate key performance indicators and performance targets.
- Report on general key performance indicators;
- Make known, to the general public, the key performance indicators and performance targets;
- Audited the results of performance measurements;
- Prepare a performance report reflecting for each financial year:
 - The municipality's, and any service provider's performance during that financial year;
 - The development and service delivery priorities and the performance targets set by the municipality for the following financial year;
 - Measures that were or are to be taken to improve performance.

Strategic objectives

The following strategic objectives should be adhered to throughout the performance management process:

- Ensure measurement of the organisational performance
- Meet strategic development requirements
- Integrate organisational performance management into the management processes
- Ensure that strategic objectives of the organisation are cascaded down and linked to performance plans of teams
- Address input, output and outcome measures
- Cater for sustainable and continuous service improvement
- Have a strong customer and community involvement facilitated through existing IDP processes
- Identify what is needed for an information management system
- Be simple and easy to apply
- Ensure internal capacity building and skills development and be linked to the Municipal Capacity Building Programme
- Facilitate change management



- Provided a basis for a link between organisational performance and individual performance
- Provide a framework for auditing performance
- Allow for benchmarking
- Allow for systematic and phased or incremental implementation
- Allow for the recognition and reward of high performing teams or organisations through the creation of an award scheme

Key issues for 2007/2008

- Develop a Performance Management System capable of measuring the contribution of people in managerial positions
- Quarterly Service Delivery and Budget Implementation Plan report submitted to the council
- Coordinate Participation in the Vuna & Cleanest City Award Programs
- Restructuring of the organogram and approval by Council
- Report on the restructuring of supply chain management submitted to the office of the Municipal Manager

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with performance management functions:		
➤ Professionals	2	
➤ Office (clerical, administrative)	1	
Total employees and salary package	3	R677,148.28
Total General Expenditure		R857,662.49

Statistical Information

DETAIL	2004/05	2005/06	2006/07
Monitor and Review of the Service Delivery & Budget Implementation Plan (SDBIP)	Monthly monitoring of service delivery targets 100%	Monthly monitoring of service delivery targets 100%	Monthly monitoring of service delivery targets 100%
Annual Report	Annual report and Oversight report approved by Council 100%	Annual report and Oversight report approved by Council 100%	Annual report and Oversight report approved by Council 100%
Service Delivery & Budget Implementation Plan Drafting and Approval	Executive Mayor approved 2005/2006 SDBIP 100%	Executive Mayor approved 2006/2007 SDBIP 100%	Executive Mayor approved 2007/2008 SDBIP 100%
Mid Year Assessment Report 2006/2007	Monthly budget control approved by Council	Monthly budget control approved by Council	Monthly budget control approved by Council
Management Information and Action Tacking System	-	-	Server and software for the computerized Management information and Action Tracking System delivered and installed 100%
Performance Agreements (2007/2008)	2005/2006 Performance Agreements approved by Executive Mayor and Municipal Manager 100%	2006/2007 Performance Agreements approved by Executive Mayor and Municipal Manager 100%	2007/2008 Performance Agreements approved by Executive Mayor and Municipal Manager 100%
Performance Management System framework review			Draft completed



ACTUAL PERFORMANCE ACHIEVED BY THE DEPARTMENT MEASURED AGAINST THE SET TARGETS FOR 2006-2007

Key Performance Objective	Key Performance indicator	Annual Target	Target Achieved 2006/2007
Oversee planning and reporting of Municipal performance by January 2007	Annual report submitted	100%	100%
Ensure compliance structures with structures Act and MFMA by March 2007	Performance agreements compiled and signed	100%	100%
Ensure annual assessment of performance of Section 57 employees by June 2007	Individual performance assessed	100%	(i) 50%
Ensure compliance with Circular 13 National Treasury by June 2007	SDBIP compiled and include in budget	100%	100%
Ensure Senior Managers meet their objectives by June 2007	Monthly and quarterly monitoring executed	100%	100%
Ensure a strategic plan for council by June 2007	100% Drafted strategy plan for Council	100%	100%
Ensure development and setting of targets on National KPI'S by June 2007	Targets developed and met National KPI'S	100%	100%
Ensure that all the planning and reporting of the performance of the Municipality conforms to the requirements of the Municipal Systems Act	Evidence to be provided that all legislation requirements have been adhered to	100%	100%

REASONS AND CORRECTIVE ACTION

NUMBER	REASON	CORRECTIVE ACTION
(i)	Directors appointed January 2007	Assessment 2006/2007 to be completed by December 2007



SUPPLY CHAIN MANAGEMENT

Overview

To execute procurement in a transparent and equitable manner favouring the local economy and redressing historical imbalances.

Description of the activity

- Tenders and contracts: the conclusion of contracts through the tender process.
- Ensure compliance with all existing and new legislation.
- Control, co-ordination and execution of procurement.
- Review and update all Supply Chain Management policies and procedures.
- Compiling a database of all suppliers of products and services.
- Facilitate financial assistance to SMME's.
- Provide training in procurement procedures to entrepreneurs.
- Ensure compliance with all existing and new legislation.

Strategic objectives

- Increase tenders to be awarded to women, youth and disabled persons
- Facilitate the identification and certification of businesses from designated sectors of society
- Making procurement readily available to designated businesses
- Increase the rand value of procurement spent towards the designated businesses
- Skills development and training courses
- Workshops to comply with legislation

Key issues for 2007/2008

- Effective administrative and institutional systems, structures and procedures
- Sustainable community investment programmes introduced and implemented
- Conclusion of tender contracts within 8 weeks
- Arrange tendering and supplier development workshops
- Ensure that 50% of tenders are awarded to HDI

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with supply chain management functions:		
➤ Professionals	1	
➤ Office (clerical, administrative)	1	
Total employees and salary package	2	R690,270.32
Total General Expenditure		R681,113.73

Statistical Information

DETAIL	2004/05	2005/06	2005/06
Number of Procurement Committee Meetings	23	28	17
Supply Chain Workshop	8	19	6
Tenders considered	74	111	75
Number of Tenders approved	74	107	70
Tendering workshops	4	11	10
Time taken to approved tenders	10	8	8



ACTUAL PERFORMANCE ACHIEVED BY THE DEPARTMENT MEASURED AGAINST THE SET TARGETS FOR 2006-2007

Key Performance Objective	Key Performance Indicator	Annual Target	Target Achieved 2006/2007
Ensure a effective supply chain management service by June 2007	Conclusion of a contract within 8 weeks	8	8
Ensure capacity building on procurement service by June 2007	4 Tendering workshops arranged	4	4
Ensure proper awarding of tenders to HDI companies by June 2007	50% of tenders awarded to HDI	50%	82,33%
Create capacity and opportunity by June 2007	4 Supplier development workshops arranged	4	4
Ensure compliance with legislation by June 2007	Review annually policies and procedures	3	1 (i)
Ensure publication of an annual overview by June 2007	Overview report published	1	1
Ensure publication of quarterly SCM	Quarterly report submitted to Executive Mayor on SCM	4	4

REASONS AND CORRECTIVE ACTION

NUMBER	REASON	CORRECTIVE ACTION
(i)	3 x Workshops arranged, but postponed by Councillors	Matter to be investigated



INTERNAL AUDIT UNIT

Overview

Internal Auditing is an independent appraised function established within the Municipality to examine and evaluate the Municipalities activities.

The role of Internal Audit is that of a service to management. As a management service, the function has to be recognised as an integral part of the management structure and part of the fabric of trust.

Description of the activity

The purpose of internal auditing is to provide independent, objective assurance and consulting services designed to add value and improve the organization's operations. It helps the organization accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes. The Internal Audit Activity (IAA) intends to function in a manner that ensures that:

- Risks are appropriately identified and managed
- Significant financial, managerial, and operating information is accurate, reliable, and timely
- Employees' actions are in compliance with policies, standards, procedures, and applicable laws and regulations
- Resources are acquired economically, used efficiently, and adequately protected;
- Programs, plans, and objectives are achieved
- Significant legislative or regulatory issues impacting the organisation are recognized and addressed appropriately.

Opportunities for improving management control, operations, and the organisation's image may be identified during audits. The IAA shall communicate identified opportunities and risks to the appropriate levels of management.

Strategic Objectives

The primary objective of Internal Audit is to assist the Accounting Officer and the Audit Committee in the effective discharge of their responsibilities; Internal audit will provide them with independent analysis, appraisals, recommendations, counsel and information concerning the activities reviewed, with a view to improving accountability and performance.

The mission of the IAA is to provide the organization with a value added internal audit function by assisting management in controlling risk, monitoring compliance, corporate governance and improving efficiency and effectiveness of the internal control system.

Internal Audit follows an integrated approach, which places emphasis on the identification of risks, the prioritising thereof and testing of controls over key risk areas. The integrated audit approach combines two types of audit engagements, i.e. assurance and consulting services.

The scope of the audits includes the examination and evaluation of the adequacy and effectiveness of the organisation's system of internal control and the quality of performance in carrying out assigned responsibilities. The scope includes the following:

- Review the reliability and integrity of financial information and the means to identify measure, classify and report such information
- Review the systems established to ensure compliance with those policies, plans, procedures, laws and regulations which could have a significant impact on operations and reports
- Review the means of safeguarding assets and where appropriate, verify the existence of such assets
- Review operations or programmes to ascertain whether or not results are consistent with established objectives and goals and whether or not the operations are being carried out as planned
- Communicate the results of work performed to management



Key issues for 2007/2008

- Unqualified audit report achieved and maintained
- Financial and performance audit committee established and functional
- Detailed audits on all quarterly performance reports presented to Council

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with supply chain management functions:		
➤ Professionals	2	
➤ Office (clerical, administrative)	3	
Total employees and salary package	5	R931,242.60
Total General Expenditure		R1,066,481.36

Statistical Information

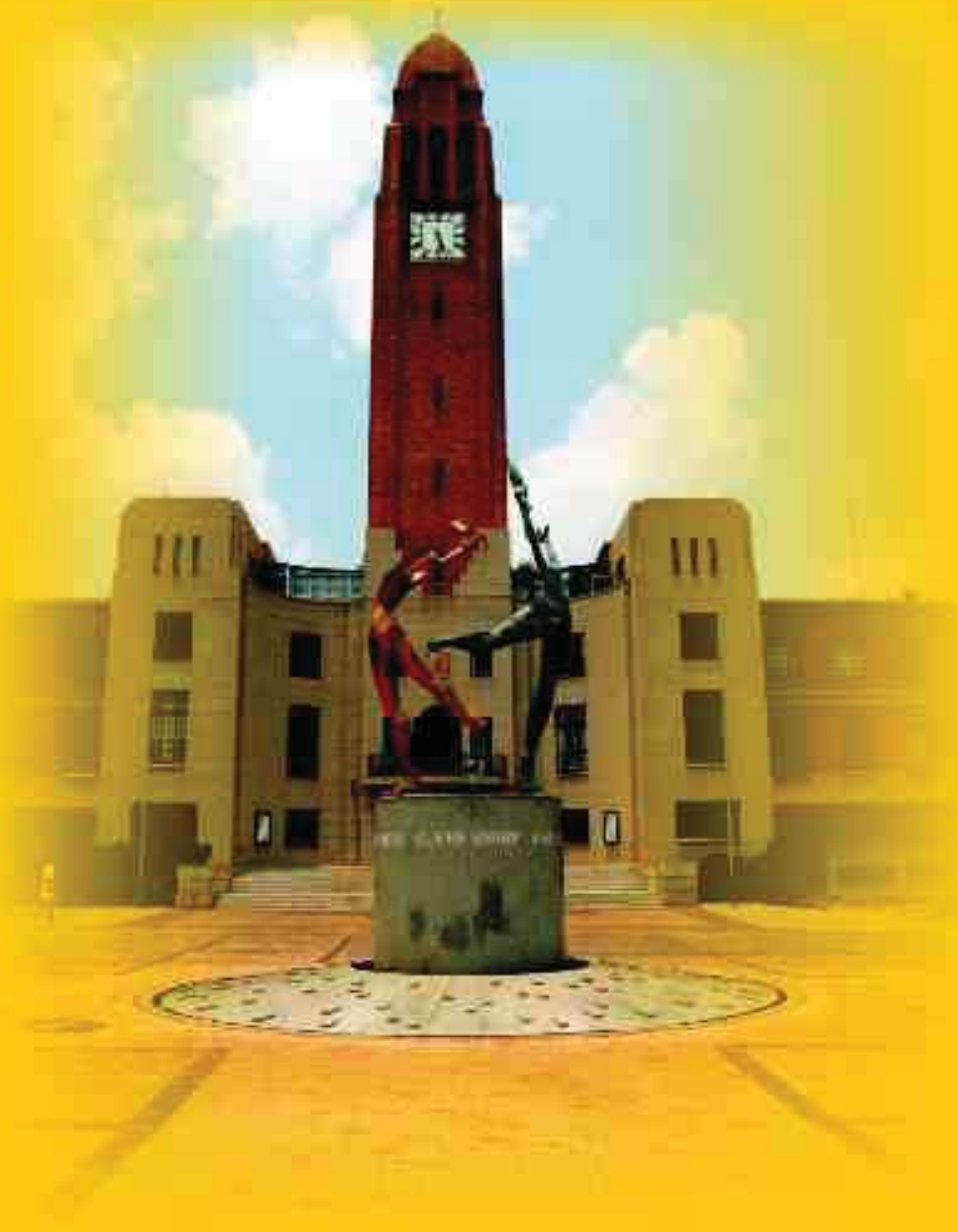
DETAIL	2004/05	2005/06	2006/07
Performance Management System audit	0%	0%	100%
Assisting in forensic audits	None	None	4
Establishment of Audit Committee	None	Committee Established	Not functioning due to resignation of 2 members of Committee
Execution of Ad Hoc audits and audit programme	75% audit plan	100% Ad Hoc audits	100% Ad Hoc audits; 50% audit plan
Participation in Internship programme	0%	0%	4 Interns accepted within Internal Audit Activity

ACTUAL PERFORMANCE ACHIEVED BY THE DEPARTMENT MEASURED AGAINST THE SET TARGETS FOR 2006-2007

Key Performance Objective	Key Performance indicator	Annual Target	Target Achieved 2006/2007
Ensure good governance within the municipality so that transparency, public accountability, access to information, administrative justice and responsiveness to complaints are dealt with in terms of the relevant legislation by June 2007	Audit reports to show evidence of compliance to legislation.	100%	100%
Ensure that all the planning and reporting of the performance of the Municipality conforms to the requirements of the Municipal Systems Act	Evidence to be provided that all legislation requirements have been adhered to	100%	100%



DIRECTORATE Infrastructure & Utilities



DIRECTORATE Infrastructure & Utilities

CIVIL ENGINEERING SERVICES

VISION

To provide and maintain quality sustainable civil engineering services.

MISSION

The development and management of an affordable, appropriate and high quality civil engineering and building environment services, to continuously improve quality life in a sustainable, safe, economical, equitable, integrated, environmentally sensitive and participatory manner.

OPERATING STRUCTURE

The department provides the following services:

- Support & Administration
- Development Planning and Building Control
- Road, Storm-water
- Waste Landfill Sites
- Water
- Sewerage
- Building Construction

SERVICE DELIVERY

SUPPORT & ADMINISTRATION

Overview

This section is rendering a general support and administrative service, while liaising with all internal sections, other departments and communicating with community members about the rendering of town-planning, building survey, building construction, water, sewerage, roads and storm-water services and waste landfill sites.

Description of the Activity

The following support services are provided:

- General administrative support to all the departmental sections
- Typing of all correspondence and reports
- Receive and distribute correspondence
- Collect written comments on applications received or complaints and distribute it to relevant departments or individuals
- Manage the departmental filing system
- General personnel management such as leave administration, personnel inquiries and disciplinary actions
- Assist with the calling of tenders and quotations and Council's procurement process
- Involved in the department's financial management through inputs in the budgetary process, budget control and submission of financial reports
- Arrange meetings as well as compile and distribute agendas and minutes of the meetings
- The application of the Occupational Health and Safety Act
- The compilation of Standard Work Procedures and Management Directives



Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with administrative functions:		
- Manager	1	
- Professionals	1	
- Office (clerical, administrative)	4	
- Non-skilled	1	
Total employees and salary package	7	R1 454 391.80
Total General Expenditure		R1 071 147.58

Statistical Information

	2004/05	2005/06	2006/07
Number of interviews for filling of vacant posts	15	10	21
Number of new appointees	13	10	19
Number of students for in service training	2	2	3
Number of letters and other correspondence received	4600	5 000	6332
Number of letter, reports, agendas and minutes dispatched	260	3 000	3300

DEVELOPMENT PLANNING AND BUILDING CONTROL

Overview

The Development Planning and Building Control Section are responsible for all activities associated with development initiatives of erven of Council and in support of the private sector.

Description of the Activity

- Ongoing spatial planning for the entire municipal area
- Ensure development facilitation of all new property development
- Policy foundation to standardize the land use application processes and to ensure that legislation governing it is implemented correctly and consistently
- Effective land use management
- Control management of outdoor advertising in the city
- Up-keeping of the Geographic Information System
- Deals with all building plans submitted for approval and the related inspections for such premises during construction
- The provision of basic Building inspection services
- Building surveying and control maintained on a monthly basis
- Approved Spatial Development Framework

Strategic objectives

- Create an environment receptive for development
- Guide development in the municipal area according to policy

Key issues for 2007/2008

- Ensure the up-keeping of valuation information
- Approve building plans within one month after submission
- Ensure compliance with NBR by carrying out inspections
- Approve applications for outdoor advertise within seven days of submission
- To ensure that the urgent need for housing is addressed in the best affordable manner
- % new access to housing in terms of households
- Project Plan developed for Housing development



Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with development planning and building control functions:		
- Assistant Manager	1	
- Professionals	8	
- Office (clerical, administrative)	5	
- Non professionals (blue collar, outside workforce)	1	
- Non-skilled	0	
Total employees and salary package	15	R3,005,156.74
Total General Expenditure		R4,605,898.29

Statistical Information

	2004/05	2005/06	2006/07
Detail of building plans			
➤ Number of building plans approved (excluding low cost housing)	2 428	1 457	2 118
➤ Value of building plans approved	R555 008 110	R405 737 600	R562 746 900
Number of applications received for:			
➤ Township establishment	5	23	32
➤ Rezoning	163	110	192
➤ Special consent	55	296	268

ROADS AND STORM-WATER

Overview

The planning, provision and maintenance of roads and storm-water infrastructure are the responsibilities of the Road, Storm-water and Landfill sites section.

Description of the Activity

The road and storm-water drainage maintenance and construction responsibilities of the municipality are administered as follows and include:

- Creating of new infrastructure
- Ongoing assistance to ensure that new developments are expedited and roads and storm-water drainage infrastructure is provided in accordance with standards and specifications.
- Analysis of all aspects of the existing roads, network and storm-water drainage system to pro-actively identify ageing infrastructure, problems and bottlenecks in the flow of traffic
- Continuous management and control to ensure the optimum availability of the road network to the public and proper storm-water drainage

Strategic objectives

- Plan for and provide roads and storm-water infrastructure to support and facilitate economic growth and to promote social development
- Keep roads and storm-water drainage infrastructure maintainable and serviceable
- Promote traffic control systems in conjunction with the Public Safety Department to improve flow of traffic
- Alleviate traffic congestion
- Provide the management and support services needed



Key issues for 2007/2008

- Maintenance of existing gravel and tar roads
- Maintenance of storm-water system
- To develop a program for bringing relief to residents who suffer from the impact of rain- and storm water in areas where muddy conditions and un-surfaced roads are the norm
- % Progress on the elimination of service backlogs
- Provision of visible road signage by 2008
- Regional landfill site (Phase2)
- NMT Infrastructure
- Resealing of roads

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with roads and storm-water functions:		
- Assistant Manager	1	
- Professionals	7	
- Office (clerical, administrative)	2	
- Non professionals (blue collar, outside workforce)	23	
- Non-skilled	99	
Total employees and salary package	132	R11,174,172.47
Total General Expenditure		R37,513,028.29

Statistical Information

DETAIL	2004/05	2005/06	2006/07	COST
Total number, kilometres and total value of road projects:				
➤ New bituminized	N/A	4km	10,4km	R6 000 000
➤ New gravel		0	14 904 600	R0
➤ Existing re-tarring		40,4km	3 500 000	R9 410 000
Total kilometres and maintenance cost associated with existing roads provided:				
➤ Tar	N/A	1 025 km	1 035 km	Not budgeted for as a line item. Forms part of total budget for Roads Section
➤ Paved		32 km	32 km	
➤ Gravel		660 km	650 km	
Average frequency of grading of roads				
➤ Gravel	108km	335km	507 km	R567 000 - SDM R500 000 - Council Funding
Estimated backlog in number of roads, in kilometres and capital cost:				
➤ Tar and applicable storm-water systems	N/A	(Existing gravel roads) 660 km	(Existing gravel roads) 650 km	(Estimated amount for elimination of current backlogs) R660 000 000
Type and number of grants and subsidies received	MIG	None	PTIF - Integrated Transport Plan	4 000 000 30 500 000 (Roll Over)



WASTE LANDFILL SITES

Overview

The planning provision and running of the waste landfill sites are the responsibilities of the Roads, Storm-water and Waste Landfill Sites Section.

Description of the activity

The operating of waste landfill sites of the municipality are administered as follows and include:

- Continuous management and control of existing waste landfill sites to ensure safe handling of solid waste and compliance with all applicable legislation

Strategic objectives

- Operate the waste landfill sites to meet legal requirements

Key issues for 2007/2008

- Completion of New Klerksdorp Landfill Site

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with waste landfill sites functions: <ul style="list-style-type: none">- Non professionals (blue collar, outside workforce)- Non-skilled	3 7 10	R761,240.46
Total employees and salary package		

Statistical Information

DETAIL	2004/05	2005/06	2006/07
Total and projected tonnage of all waste landfill disposed: <ul style="list-style-type: none">➤ Domestic/Commercial/Garden (Total)➤ Domestic/Commercial/Garden (Projected)	Not Available	40 000 ton 42 000 ton	45 000 100 617
Total operating cost of solid waste management function	Not Available	R2 148 030	R2 059 770

DETAIL	TOTAL
Total number, capacity and life expectancy of refuse disposal sites:- <ul style="list-style-type: none">➤ Klerksdorp (5 years)➤ Orkney (to be closed in 2008)➤ Stilfontein (to be closed in 2008)➤ Hartbeesfontein (20 years)	1 1 1 1



WATER

Overview

Water distribution involves the bulk purchase of water and its distribution by the Water Section.

Description of the Activity

- Creating of new infrastructure from distribution of the water to the consumer
- Purchase and storage of water in bulk
- Distribute the water through a water network that includes pump-stations, pipes, and water-meters
- Test and replacement of water-meters
- Water quality testing and treatment
- Ongoing assistance to ensure that new developments are expedited and water infrastructure is installed in accordance with standards and specifications
- Analysis of all aspects of the existing water-supply system to pro-actively identify worn-out infrastructure, problems and bottlenecks
- Continuous management and control to ensure the optimum availability of the water supply infrastructure

Strategic objectives

- Render sustainable bulk water service by supplying adequate water of the good quality on a continuous basis and at an affordable cost to the consumers
- Provide, operate and maintain the water distribution system to meet the needs of all consumers and reduce unaccounted water

Key issues for 2007/2008

- Further introduce water management measures to reduce water unaccounted for
- Provide water networks with water-meters to un-serviced households
- Project Plan developed for Khuma Bulk Supply
- Project Plan developed for Water Meter Replacement

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with water functions:		
- Assistant Manager	1	
- Professionals	9	
- Office (clerical, administrative)	2	
- Non professionals (blue collar, outside workforce)	26	
	<u>39</u>	
- Non-skilled	77	
Total employees and salary package		R8,864,629.49
Total General Expenditure		R126,958,561.70



DETAIL	2004/05	2005/06	2006/07	COST
Percentage of total water usage per month				
Month Percentage of Volume				
July 2006 7.4%	2 532 756 kl	1 665 894 kl	1 841 613 kl	R5 248 839
August 2006 8.8%	3 056 304 kl	1 984 583 kl	1 800 397 kl	R3 401 191
September 2006 9.1%	3 226 807 kl	2 051 452 kl	1 947 938 kl	R3 843 814
October 2006 9.4%	3 213 235 kl	2 125 653 kl	2 424 022 kl	R7 272 066
November 2006 9.4%	3 771 228 kl	2 130 463 kl	2 219 863 kl	R6 659 589
December 2006 8.9%	3 023 683 kl	2 012 186 kl	2 071 110 kl	R6 213 330
January 2007 8.9%	2 852 978 kl	2 020 951 kl	2 173 314 kl	R6 519 942
February 2007 7.5%	2 769 944 kl	1 694 504 kl	2 261 526 kl	R6 784 518
March 2007 6.9%	2 782 454 kl	1 559 667 kl	2 120 514 kl	R6 361 542
April 2007 7.8%	2 609 178 kl	1 760 334 kl	2 148 923 kl	R6 446 769
May 2007 7.5%	2 711 650 kl	1 698 757 kl	1 985 884 kl	R5 957 652
June 2007 8.4%	2 927 849 kl	1 889 418 kl	1 998 694 kl	R5 996 082
Total volume and cost of bulk water purchased in kilolitres.	35 478 066 kl	22 593 862 kl	24 993 798 kl	R70,705,334
Total volume and receipts of water sales				
➤ Residential communal supply		551 600	438 165	R2 442 596
➤ Residential uncontrolled		16 952 150	13 416 924	R74 793 987
➤ Commercial		1 362 750	1 078 415	R6 011 735
➤ Industrial dry		248 600	194 532	R1 084 430
➤ Other		4 747 600	3 758 400	R20 951 581
TOTAL		23 862 700	18 886 436	R105284,329
Total year to date water unaccounted for		3 991 783	5906 998	R11,448,943
Number of households with water service, and type				
➤ Piped water inside yard	78 502	114 908	128 670	
➤ Piped water on communal supply distance < 200 m from dwelling	0	6 571	-	
➤ Below minimum standard	0	7 157	1156	
Number and cost of new water connections		549	480	R793 440
Number and cost of restriction and reconnections:				
➤ Restrictions		6 118	29 976	R796,529.60
➤ Reconnections		209	3 644	R1,618,911.51
Number and total value of water projects lanned and current:				
➤ Current	N/A	20	N/A	R15 000 000
➤ Planned 2006/2007		12		R12 686140
Anticipated expansion of water services next financial year				
➤ Piped water inside yard	N/A	6 534	2 606	R6 515 000
Estimated backlog in number (and cost to provide) water connection:				
➤ Piped water inside yard	N/A	5 808	2 606	R6 515 000
Free Basic Service Provision:				
➤ Quantity (number of households affected)	N/A	112 311	86 916	R12 022 447
➤ Quantum (value to each household)		6 kl per month free	6 kl per month free	R138.33
Type and number of grants and subsidies received:				
➤ IGG Water subsidy	N/A	3	3	R11 796 620



SEWERAGE

Overview

To contribute to the enhanced quality of life and prosperity of all the people in the municipal area by providing an affordable, efficient and cost effective sanitation service through a well established and maintained infrastructure. The enhanced quality of life includes the eradication of the bucket system being replaced with proper and healthy water borne sewer system.

Description of the Activity

- Design sewer networks for new development
- Implement maintenance programmes on sewer installations
- Treatment of waste water (sewerage and effluent) to statutory standards
- Reception of attendance to sewerage related complaints
- Contract and construction management of new sewer network infrastructure

Strategic objectives

- Provide a service that is safe to human and the environment
- To purify sewerage to specified standards

Key issues for 2007/2008

- Ensure the completion of the installation of sewer networks as identified in the IDP
- Ensure maintenance of main sewers
- To eliminate 150 vacuum tanks in Hartbeesfontein
- To eliminate 13 568 night soil buckets by constructing toilets connected to the sewer networks
- Ensure the completion of the upgrading of the Klerksdorp Waste Water Treatment Plant
- Percentage progress on the Increase Orkney Water Works Treatment Plant project
- Project Plan developed for Increase Orkney Water Works Treatment Plant
- Total spending on the project
- Percentage progress on the Bucket eradication project
- Project Plan developed for Bucket eradication

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with sewerage functions:		
- Assistant Manager	0	
- Professionals	6	
- Office (clerical, administrative)	3	
- Non professionals (blue collar, outside workforce)	19	
- Non-skilled	86	
Total employees and salary package	114	R10,295,168.21
Total General Expenditure		R55,313,346.67

Statistical Information

	2004/05	2005/06	2006/7
Number of sewer blockages cleaned:			
➤ main sewers	11 016	5 500	8 921
➤ private sewers	1 422	1 400	1 193
Number of new sewer connections installed	120	32	6 803
Number of services/repairs of sewer pump stations	337	340	319
Number of purified sewer samples tested for quality	384	384	384
Length of main sewers cleaned on programme	10km	12km	8km



BUILDING CONSTRUCTION

Overview

The maintenance and construction of Council buildings.

Description of the Activity

- Handling of complaints and requests on municipal buildings
- Design and implement new constructions
- Implement maintenance programmes on municipal building

Strategic objectives

- Assist departments in good time and effectively maintaining buildings under their control
- Undertake minor construction work required by Departments
- Liaise with Consultants with regards to larger construction projects on behalf of Departments
- To complete projects within the financial year

Key issues for 2007/2008

- Refurbish traffic court R500 000
- Community Library R2 000 000
- Museum Extension R625 000
- Upgrade City Halls R300 000
- Upgrade Community Halls R500 000
- New pay point in Jouberton R800 000
- Maintenance Halls and Civic Centres R2 400 000

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with building construction functions:		
- Professionals	6	
- Office (clerical, administrative)	1	
- Non professionals (blue collar, outside workforce)	9	
- Non-skilled	13	
Total employees and salary package	29	R2,945,622.38
Total General Expenditure		R3,540,597.65

Statistical Information

DETAIL	2004/05	2005/06	2006/7
Value of work completed:			
➤ Maintenance on buildings	R963,010	R3,153,480	R3,448,665
➤ Capital work	R2,146,500	R2,767,917	R7, 449,400



ACTUAL PERFORMANCE ACHIEVED BY THE DEPARTMENT MEASURED AGAINST THE SET TARGETS FOR 2006-2007

Key Performance Objective	Key Performance indicator	Annual Target	Target Achieved 2006/2007
Ensure the installation of a ladder at the reservoir by August 2006	100% Installed ladder at the reservoir at a cost of R50,000	R50,000	R50,000
Ensure the installation of the IDP Water Pressure Management by August 2006	100% Installed IDP Water Pressure Management at a cost of R326,400	R326,400	(i) R 139 000
Ensure the IDP refurbishing of Wilkoppies reservoir by June 2007	100% IDP Refurbished reservoir in Wilkoppies at a cost of R64,700	R64,700	R64,700
Ensure the IDP refurbishing of water network in Irenepark by June 2007	100% IDP Refurbished water network in Irenepark at a cost of R400,000	R400,000	R400,000
Ensure the refurbishing of water network in Khuma Proper by August 2006	100% Refurbished water network in Khuma Proper at a cost of R851,800	R851,800	R851,800
Ensure the installation of fire hydrants water networks in the townships by June 2006	100% Installed fire hydrants water networks in the townships at a cost of R1,000,000	R1,000,000	R1,000,000
Ensure IDP water supply to rural areas by July 2006	100% IDP water supply to rural areas at a cost of R236,000	R236,000	R236,000
Ensure IDP water meter replacement by July 2006	100% Replaced IDP water meter at a cost of R114,500	R114,500	R114,500
Ensure water and sanitation to farm schools by July 2006	100% Available water and sanitation to farm schools at a cost of R8,500	R8,500	R8,500
Ensure the installation of a sewer network in Kanana extension 11 by October 2006	100% Installed sewer network in Kanana extension 11 at a cost of R2,000,000	100%	100%
Ensure the construction of Condor Street, Tigane by September 2006	100% Constructed Condor Street, Tigane at a cost of R765,600	100%	100%
Ensure the construction of Mogotsi Street, Tigane by September 2006	100% Constructed Mogotsi Street, Tigane at a cost of R224,400	100%	100%
Ensure the construction of Phiai Street, Tigane by September 2006	100% Constructed Phiai Street, Tigane at a cost of R316,800	100%	100%
Ensure the construction of Molemo Street, Khuma by September 2006	100% Constructed Molemo Street, Khuma at a cost of R712,800	100%	100%



Ensure the construction of Sechele Street, Khuma by September 2006	100% Constructed Sechele Street, Khuma at a cost of R924,000	100%	0% (ii)
Ensure the construction of Mohlakoane Street, Kanana by October 2006	100% Constructed Mohlakoane Street, Kanana at a cost of R316,800	100%	100% (ii)
Ensure the construction of Elken Street, Kanana by October 2006	100% Constructed Elken Street, Kanana at a cost of R290,400	100%	100%
Ensure the construction of Hibiscus Street, Jouberton by October 2006	100% Constructed Hibiscus Street, Jouberton at a cost of R607,200	100%	0% (ii)
Ensure the construction of Kokolohutwe Street, Jouberton by October 2006	100% Constructed Kokolohutwe Street, Jouberton at a cost of R756,360	100%	100%
Ensure the construction of Mangezi Street, Jouberton by October 2006	100% Constructed Mangezi Street, Jouberton at a cost of R378,840	100%	100%
Ensure the construction of Umgangasi Street, Jouberton by October 2006	100% Constructed Umgangasi Street, Jouberton at a cost of R370,920	100%	100%
Ensure the construction of Isikungati Street, Jouberton by July 2006	100% Constructed Isikungati Street, Jouberton at a cost of R273,240	100%	0% (ii)
Ensure the construction of Sewende Street, Jouberton by July 2006	100% Constructed Sewende Street, Jouberton at a cost of R290,400	100%	0% (ii)
Ensure the construction of 23 rd Street, Jouberton by October 2006	100% Constructed 23 rd Street, Jouberton at a cost of R264,000	100%	100%
Ensure the construction of Umsintsi Street, Jouberton by October 2006	100% Constructed Umsintsi Street, Jouberton at a cost of R635,250	100%	100%
Ensure the construction of Lethabile Street, Jouberton by October 2006	100% Constructed Lethabile Street, Jouberton at a cost of R704,550	100%	100%
Ensure the construction of Lethuritsi Street, Jouberton by October	100% Constructed Lethuritsi Street, Jouberton at a cost of	100%	100%
Ensure the construction of Sakheni Street, Jouberton by October 2006	100% Constructed Sakheni Street, Jouberton at a cost of R594,000	100%	100%



Ensure the construction of Taje Street, Jouberton by October 2006	100% Constructed Taje Street, Jouberton at a cost of R191,400	100%	100%
Ensure the construction of 22 nd Street, Jouberton by October 2006	100% Constructed 22 nd Street, Jouberton at a cost of R253,440	100%	100%
Ensure the construction of Roper Street, Ellaton by September 2006	100% Constructed Roper Street, Ellaton at a cost of R633,600	100%	100%
Ensure the construction of a storm water network in extension 21 by August 2006	100% Constructed storm water network in extension 21 at a cost of R1,500,000	100%	100%
Ensure the construction of a taxi route in Alabama extension 3 by October 2006	100% Constructed taxi route in Alabama extension 3 at a cost of R3,709,200	100%	100%
To ensure the building of a transfer station at Orkney by September 2006	100% Transfer station built at Orkney at a cost of R3,500,000	100%	100%
Install a water network in Tigane Ext 6 (715 Erven) by January 2007	100% Installed water network in Tigane Ext 6 (715 Erven)	715 Erven	715 Erven
Reline Jan van Riebeeck road (Stilfontein) water main by February 2007	100% Relined Jan van Riebeeck road (Stilfontein) water main	208 erven	(iii) 25 erven
Install a water network in Tigane Ext 5 (208 Erven) by November 2006	100% Installed water network in Tigane Ext 5 (208 Erven)	100%	100%
Install a rural water supply in Uraan, Oblate, Maputle and Nkagisang by September 2006	100% Installed rural water supply in Uraan, Oblate, Maputle and Nkagisang	100%	100%
Install a water supply to rural schools and clinics by December 2006	100% Installed water supply to rural schools and clinics	100%	(iv) 85%
Install a water network at Nooitgedacht holdings by December 2006	100% Installed water network Nooitgedacht holdings	100%	(v) 95%
Install 2 M ² pressure tower and pump-station in Khuma by June 2007	100% Install 2 M ² pressure tower and pump-station in Khuma	100%	100%
Install a bulk water supply in Alabama Ext 3 by February 2007	100% Installed bulk water supply in Alabama Ext 3	100%	100%
Install water pressure management system by June 2007	100% Installed water pressure management system	100%	(vi) 75%

Install a water meter replacement programme by June 2007	100% Installed water meter replacement programme	100%	100%
Install sewer network in Khuma Ext 6 (683 Erven) by December 2006	100% Installed sewer network in Khuma Ext 6 (683 Erven)	100%	100%
Install sewer network in Khuma Ext 10 (157 Erven) by October 2006	100% Installed sewer network in Khuma Ext 10 (157 Erven)	100%	100%
Install sewer network in Jouberton Ext 23 (1185 Erven) by April 2007	100% Installed sewer network in Jouberton Ext 23 (1185 Erven)	100%	100%
Install rural sanitation at Wildebeeslaagte / Palmietfontein by February 2007	100% Installed sanitation at Wildebeeslaagte / Palmietfontein	100%	(vii) 90%
Upgrade mechanical and electrical equipment Klerksdorp WWTP and pump station by January 2007	100% Upgraded mechanical and electrical equipment Klerksdorp WWTP and pump station	100%	100%
Install sewer network in Jouberton Ext 7 (11 Erven) by March 2007	100% Installed sewer network in Jouberton Ext 7 (11 Erven)	100%	100%
Install sewer network in Khuma Ext 1 (Erven 2821 to 2823) by December 2006	100% Installed sewer network in Khuma Ext 1 (Erven 2821 to 2823)	100%	100%
Install sewer network in Tigane Ext 1 (Erven 409 to 415) by January 2007	100% Installed sewer network in Tigane Ext 1 (Erven 409 to 415)	100%	100%
Install sewer network in Tigane Ext 5 (232 Erven) by January 2007	100% Installed sewer network Tigane Ext 5 (232 Erven)	100%	100%
Reline Orkney outfall sewers by March 2007	100% Orkney outfall sewers relined	100%	(viii) 15%
Install sewer network in Kanana Ext 13 (602 Erven) by January 2007	100% Installed sewer network Kanana Ext 13 (602 Erven)	100%	100%
Install sewer network in Jouberton Ext 19 West (685 Erven) by March 2007	100% Installed sewer network Jouberton Ext 19 West (685 Erven)	100%	100%
Install sewer network in Jouberton Ext 20 (991 Erven) by March 2007	100% Installed sewer network Jouberton Ext 20 (991 Erven)	100%	(ix) 65%
Increase Klerksdorp WW treatment plant to 30 ML /day by March 2007	100% Increased Klerksdorp WW treatment plant	100%	(x) 95%
Increase Orkney WW treatment plant 20 ML /day by June 2007	100% Increased Orkney WW treatment plant	100%	(x) 95%



Install sewer network in Tigane Ext 6 (699 Erven) by March 2007	100% Installed sewer network Tigane Ext 6 (699 Erven)	100%	100%
Install sewer network in Jouberton Ext 22 (521 Erven) by January 2007	100% Installed sewer network Jouberton Ext 22 (521 Erven)	100%	100%
Install sewer network in Hartbeesfontein Phase I (300 Erven) by January 2007	100% Installed sewer network Hartbeesfontein Phase I (300 Erven)	100%	(xi) 70%
Establish integrated road transport plan by August 2006	Established integrated road transport plan at a cost of R3,500,000	100%	(xii) 95%
Establish regional landfill site by June 2007	Established regional landfill site at a cost of R17,520,989 (R11,000,000 - SDM + R6,520,989 - MIG)	100%	(xiii) 95%
Ensure the replacement of old water meters to eliminate water losses by June 2007	100% Replaced water meters at a cost of R 1,500,000 to eliminate water losses	R 1,500,000	R 1,500,000
Ensure the installing of a water pressure management system by June 2007	100% Installed water pressure management system at a cost of R500,000	R500,000	(xiv) R 410 000
Reseal identified streets in KOSH by March 2007	Road resealed according to maintenance programme at a cost of R3,500,00	100%	100%
Conduct interviews to ensure best candidates for vacant positions by June 2007	Compile schedules, obtain shortlist approvals and interviews held for filling of vacant posts and appointments made within 60 days	100%	(xv) 47,5%
Ensure proper communication with Council and community by June 2007	Letters, reports, agendas and minutes dispatched by the department attended to within 30 days, pending investigations and inspections to be executed, consultations or workshops	100%	(xvi) 77%
Ensure effective maintenance of Council assets by June 2007	Improved response time attending to less urgent complaints (2 days)	100%	100%
Ensure effective maintenance of Council assets by June 2007	Improved response time attending to urgent complaints (2 weeks)	100%	100%
Ensure effective maintenance of Council assets by June 2007	Improved response time attending to urgent complaints (2 weeks)	100%	100%

Ensure maintenance of main sewers by June 2007	Sewer blockages cleaned on main sewers within 7 days of complaint received	100%	100%
Ensure installation of sewer connections by June 2007	Sewer connections application received handled within 7 days	100%	(xvii) 80%
Ensure pump stations are properly maintained by June 2007	19 Sewer pump stations maintained through a fixed programme	19	(xviii) 4
Ensure sewage is purified in Klerksdorp according to prescribed standards by June 2007	Quality of final effluent 95% within legislation requirement by weekly tests	100%	(xix) 35%
Ensure sewage is purified in Orkney according to prescribed standards by June 2007	Quality of final effluent 95% within legislation requirement by weekly tests	100%	(xx) 75%
Ensure sewage is purified in Stilfontein according to prescribed standards by June 2007	Quality of final effluent 95% within legislation requirement by weekly tests	100%	100%
Ensure sewage is purified in Hartbeesfontein according to prescribed standards by June 2007	Quality of final effluent 95% within legislation requirement by weekly tests	100%	100%
Ensure the maintenance of main sewer according to programme by June 2007	5 Km of main sewers cleaned according to programme	5	11,3km
Ensure up keeping of valuation cards by June 2007	100% Valuation cards up kept	100%	100%
Ensure fast track approval of received building plans in terms of NBR by June 2007	Approved building plans within 1 month of submission	100%	(xxi) 85%
Ensure compliance with NBR by carrying out inspections	Request for inspections responded to within 2 days	100%	(xxii) 90%
Carry out inspections to eliminate storm water intrusion in private erven by June 2007	Inspections conducted for storm water intrusion on private sewers	100%	100%
Ensure fast track approval of applications for outdoor advertising by June 2007	Approved applications for outdoor advertising within 7 days of submission	100%	100%
Ensure fast track processing of applications for subdivision and consolidation by June 2007	Subdivision and consolidation applications processed within 2 weeks of submission	100%	100%



Ensure fast track processing of applications for special consent, building line relaxation and second dwellings by June 2007	Applications for special consent, building line relaxation and second dwellings processed within 2 weeks	100%	100%
Ensure fast track processing of applications for amendment schemes and township applications by June 2007	Applications processed within 1 month after expiry of closing date	100%	100%
Maintain burst water pipelines without delay by June 2007	Burst water mains repaired within 5 hours	100%	100%
Maintain water supply assets by June 2007	Break stops repaired in pump stations within 24 hours	100%	100%
Maintain water supply assets by June 2007	Scheduled maintenance on pump stations conducted	864	789
Maintain water supply assets by June 2007	37 Reservoirs cleaned annually	37	37
Maintain water supply assets by June 2007	35 Control valves serviced annually	35	35
Maintain water supply assets by June 2007	Cathodic protection tested on pipelines every 3 months	100%	100%
Ensure the attending of water related complaints / enquiries other than burst mains by June 2007	Other water supply complaints/enquiries attended to within 2 days	100%	(xxiii) 80%
Install new water connections on request by June 2007	New water connections provided within 10 working days	100%	100%
Test water connections on requested by June 2007	Water meters tested within 10 working days	100%	100%
Schedule water meter replacements by June 2007	Water meters replaced as per schedule	2 520 meters	(xxiv) 1 330 meters
Ensure healthy drinking water by June 2007	Water samples to comply within 95% legislation	100%	100%
Ensure maintenance of tar roads by June 2007	860 Km tar roads swept	860	(xxv) 767
Ensure treatment of weeds on road cutters by June 2007	120 Km tarred roads treated for weed growing	120	210
Ensure maintenance of street signs by June 2007	600 Street signs maintained	600	756
Ensure maintenance of road surfaces by June 2007	Repair potholes within 2 days	100%	100%

Ensure maintenance of storm water channel by June 2007	2 000m Storm water channel cleaned	2 000	6 500
Ensure maintenance of railway siding servitudes by June 2007	15 Km railway siding servitudes cleaned and maintained	15	15
Ensure maintenance of gravel roads by June 2007	120 Km gravel roads graded	120	120

REASONS AND CORRECTIVE ACTION

NUMBER	REASON	CORRECTIVE ACTION
(i)	In progress	To be completed in new financial year
(ii)	Omitted, due to lack of funding (Council Resolution)	Capital Projects not to be included if funding is not available
(iii)	Projects to be omitted and funds to be transferred to fire hydrant	To be completed in new financial year
(iv)	Awaited MIG approval	To be completed by 31 Dec 2007
(v)	Contractor to start on 2 April 2007	To be completed by 17 July 2007
(vi)	Departmental lack of material.	Project in process
(vii)	Contractor short of resources	
(viii)	Awaiting report to be completed by the contractor.	Final report submitted to consulting by CCTV
(ix)	Contractor short of resources	
(x)	Contractor had workforce strike	
(xi)	Work delays due to existing services	
(xii)	Consultants appointed	Busy with data collection
(xiii)	Permission to access site was delayed	
(xiv)	Tenders to be implemented Jan - April 2007	In progress
(xv)	After the closing date of advertisements, before short listing, schedules times take too long.	Scheduling times to be reduced
(xvi)	Some correspondence needs investigations and inspection which lengthens the response time	
(xvii)	Vacant position of Special Workman	
(xviii)	No program, responsibility of Manager Electrical Engineer	
(xix)	Construction and upgrading of plant	
(xx)	Various plans had requirements / Incomplete info on building plans	
(xxi)	Lack of capacity	
(xxii)	Lack of manpower	Transport problems
(xxiii)	Contractor on site until 30 June 2007	
(xxiv)	Employed additional temporary labour	Cleaned sand deposited after rainstorms



ELECTRICAL ENGINEERING SERVICES

VISION

To be an effective and efficient electricity distributor for the people of the City of Matlosana.

MISSION

To ensure a basic level of electricity supply and to provide an electrical service in an effective and efficient manner.

OPERATING STRUCTURE

- Administration and Support
- Electrical Distribution, Planning, Testing, and Street lighting
- Occupational Health and Safety
- Fleet Maintenance
- Mechanical Workshop

SERVICE DELIVERY

ADMINISTRATION AND SUPPORT

Overview

The administration and support function is responsible for effective administration of the department and also acts as complaint centre for the department, regarding streetlights and other electrical issues.

Description of the activity

- Typing of correspondence
- Filing and safe keeping of all records
- Assisting with general electrical enquiries
- Dealing and directing electrical complaints

Strategic objectives

- Ensure effective and sufficient administration function
- NER record keeping
- Financial control of the departments budget

Key issues for 2007/2008

- Maintain proper consumer service
- Resolve electrical complaints within 30 days

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with administration and support functions:		
- Manager	1	
- Professionals	2	
- Office (clerical, administrative)	4	
- Non-skilled	<u>2</u>	
Total employees and salary package	9	R2,565,898.64
Total General Expenditure		R23,273,959.27



ELECTRICAL DISTRIBUTION, PLANNING, TESTING, STREET LIGHTING AND OCCUPATIONAL HEALTH AND SAFETY

Overview

Electrical Distribution includes the bulk purchase and distribution of electricity and the maintenance of streetlights. It also includes the planning, scheduling and cost estimates and compiling specifications for electrical projects. Render measuring and drafting services and testing of electrical installations. Maintain safety in all Council workplaces, according to the Occupational Health and Safety Act (85 of 1993) and regulations.

Description of the activity

- Planning and Inspectorate Office: Plan maintenance projects, update electrical plans regular, handle public requests for electrical supply (new and upgrading), cost estimation, electrical inspections on premises, control over electrical contractors and prevention of power theft.
- Testing: Robot installations, electrical metering (medium and low voltage systems), and medium voltage protection, radio communication systems for all Council departments, fault finding, water pumping-station, sewer pumping-stations, lifts in Council buildings and training.
- Distribution: Administration, medium voltage distribution (11kv, 6,6kv, and 3.3kv networks), low voltage distribution networks, sewer pumping-station and plants, water pumping-stations, lifting equipment, buildings, streetlights, highmast lights and sportfield lights.
- Safety: Maintain safety in all Council workplaces.

Bulk supply points in Matlosana area are as follows:

Region A	Municipal Uraniaville Doringkruin	40 Mva 30 Mva 40 Mva
Region B	Jouberton Hartbeesfontein	40 Mva 5 Mva
Region C	Stilfontein Orkney	20 Mva 20 Mva

Distribution areas managed by Eskom by means of a distribution license with NER are: Kanana, Khuma and Tigane.

Strategic objectives

- Maximize preventative measures in the Matlosana area
- Ensure a basic level of electricity supply and to provide an electrical service in an effective and efficient manner
- Provide efficient and effective distribution network
- Provide maximum efficient street lighting in all urban and business areas
- Meet legal aspects
- Execute the legal responsibilities in terms of the Occupational Health and Safety Act
- Meet safety permit conditions in terms of the Occupational Health and Safety Act
- Execute all relevant legal responsibilities
- Compliance with Occupational Health and Safety Act
- Risk Assessment in Council workplaces
- Lost control throughout the Council

Key issues for 2007/2008

- Project Plan developed for Kanana - highmast lights
- Project Plan developed for Tigane - highmast lights
- Percentage progress on the highmast lights project
- Project Plan developed for percentage progress on the electrification project
- Percentage progress on the electrification project
- Upgrading 11kv distribution network - northern suburb
- 10 year electrical master plan actioned
- % Maintenance of infrastructure in terms of maintenance schedule



- The percentage of households with access to basic level electricity
- Reduction in reticulation losses for electricity
- Percentage reduction in power interruptions: number of electricity supply minutes lost
- % Progress on the elimination of service backlogs
- Complete electrification of Alabama
- Upgrade Hood Street substation
- Upgrade Hartbeesfontein substation
- Replace kiosks with mini-substations
- Replace OCB Caledon South substation
- Electrical bulk metering
- Streetlights Jouberton
- Upgrade streetlights in Stilfontein
- Replace old streetlight fittings in Orkney
- Highmast lights Alabama Extension 3
- Entrance lights
- Highmast lights Khuma Extensions 8 & 9
- Preventative maintenance on medium voltage breakers, switchgears and transformers
- Conduct electrical inspections on new and existing electrical installations
- Conduct health and safety inspections in all Council buildings
- Execute legal responsibilities

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with distribution, planning, testing, street lighting and occupational health and safety functions:		
- Assistant Manager	2	
- Professionals	30	
- Office (clerical, administrative)	1	
- Non professionals (blue collar, outside workforce)	8	
- Non-skilled	50	
Total employees and salary package	91	R20,240,999.86
Total General Expenditure		R153,816,770.36

Statistical Information

DETAIL	2004/2005	2005/2006	2006/2007
OFFICE OF THE MANAGER			
➤ Typing of correspondence	980	1 539	1 894
COMPLAINT OFFICE			
➤ Complaints collection	7500	5 840	4 800
➤ NER Records	7500	686	708
PLANNING			
➤ Request for electrical supply	54	239	310
➤ Cost estimations	54	239	310
➤ Electrical inspections	54	598	714
➤ Electrical construction inspections	500	107	238
➤ Check for electricity theft	2000	1 621	2100
SAFETY DIVISION			
Audit inspections	2	2	2
Compliance investigations	38	43	46



ELECTRICAL DISTRIBUTION			
➤ Maintain MV service connection	60	108	145
➤ Maintain transformers	440	187	17
➤ Maintain mini-substations	480	233	15
➤ Maintain LV service connections	7500	7 316	10 400
➤ Streetlight complaints received	4800	3 460	2 112
➤ Streetlight complaints repaired in 30 days	3800	3 460	2 112
➤ Robot inspections	3600	1 850	3 264
➤ Check batteries in substations	200	204	900
➤ Test protection relay's	80	32	256

FLEET MAINTENANCE

Overview

The garage is responsible for the daily management and maintenance of Council vehicles and mechanical equipment.

Description of the activity

- Stores: Compiling and printing of orders, stock control, issue spare parts, issue and record keeping of lubrication materials
- Vehicle maintenance: Mechanical maintenance work on motor vehicles and heavy duty vehicles and tyre maintenance on all vehicles of Council
- Equipment maintenance: Mechanical maintenance work on lawn movers (engine driven and tractor driven), wash bay operations
- Fleet Management: Inspections of vehicle fleet

Strategic objectives

- Provide an effective and efficient maintenance programme on Council's vehicle fleet
- Conduct inspections of vehicles to ensure roadworthiness of Council vehicle fleet

Key issues for 2007/2008

- Development of a vehicle replacement policy
- Repairs and services performed within 5 working days
- Repairs scheduled on Council machinery carried out within 5 working days
- Regular inspections carried out on Council vehicles

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with fleet maintenance functions:		
- Professionals	8	
- Office (clerical, administrative)	0	
- Non professionals (blue collar, outside workforce)	3	
- Non-skilled	8	
Total employees and salary package	19	R2,277,374.80
Total General Expenditure		R1,785,840.24

Statistical Information

DETAIL	2004/2005	2005/2006	2006/2007
FLEET MANAGEMENT			
➤ Inspections carried out	0	32	51



MECHANICAL WORKSHOP

Overview

The Mechanical Workshop is responsible for the maintenance all Sewer pumpstations and plant, water pumpstations, hydraulic equipment, welding, boiler-making and fitting and turning.

Description of the activity

- Store: Compiling and printing of orders, stock control, issue parts and record keeping of lubrication materials
- Fitting and Turning work: Pumps, cylinders, shafts, heavy duty equipment (refuse removal trucks, etc) and aerial platforms used by the Electrical Department
- Sewer pumpstations and plants: Pump and pipe installations, valve installations and lubrication on all rotating equipment
- Water pumpstations: Electric driven pump installations, diesel driven pump installations, pipe installations, valve installations and lubrication of all rotating equipment
- Boiler-making: Various equipment
- Welding: Various equipment

Strategic objectives

- Maintain water pumpstations
- Maintain sewerage pumpstations

Key issues for 2007/2008

- To maintain equipment cost effectively

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with mechanical workshop functions:		
- Professionals	7	
- Office (clerical, administrative)	0	
- Non professionals (blue collar, outside workforce)	1	
- Non-skilled	9	
Total employees and salary package	17	R2,301,235.15
Total General Expenditure		R2,545,413.81

Statistical Information

DETAIL	2004/2005	2005/2006	2006/2007
VEHICLE MAINTENANCE			
➤ Vehicles Serviced	1580	1280	1567
➤ Come backs	15	11	16
EQUIPMENT MAINTENANCE			
➤ Equipment Serviced	610	675	879
➤ Come backs	6	6	8

